



School of Humanities and Languages

ARTS1632, Introductory Japanese for HSC Beginners Semester 1, 2014

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1. Course Staff and Contact Details

Course Convenor & Lecture			
Name	Nagisa Fukui	Room	MB 206
Phone	9385-2414	Email	n.fukui@unsw.edu.au
Consultation Time	Monday 12-2pm Others by appointment only		

2. Course Details

Units of Credit (UoC)	6 Units of Credit		
Course Description	This course is designed to meet the needs of HSC Beginners students whose language level is beyond ARTS1630 Introductory Japanese A. The content of ARTS1632 focuses on those elements of ARTS1630 that are not covered in the HSC Beginners curriculum. After enrolling in this course, students will be prepared to enrol in ARTS1631 Introductory Japanese B. The course consists of one 1-hour lecture and 2 hours of tutorial per week. All the four language skills—listening, speaking, reading, and writing—will be integrated throughout this course through various activities.		
Student Learning Outcomes	1.	introduce and talk about themselves in a simple manner in Japanese in a university context;	
	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 the particular 28 <i>kanji</i> fluently;	
	4.	understand problems of intercultural interaction with Japanese nationals;	
	5.	demonstrate an awareness and understanding of Japanese culture and society;	
	6.	use technology and various strategies (such as Language lab, Japanese W P, dictionaries and etc.) to learn Japanese, and to gather information relevant to the course.	
Graduate Attributes	1.	The skills involved in scholarly enquiry,	
	2.	an in-depth engagement with disciplinary knowledge via the Japanese language,	
	3.	the ability to engage in independent and reflective learning in Japanese Studies,	
	4.	information literacy in Japanese Studies,	
	5.	an appreciation of, and respect for, diversity in language and culture,	
	6.	the skills required for collaborative and multidisciplinary work,	
	7.	the skills of effective communication in both English and Japanese.	

3. Learning and Teaching Rationale

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

4. Teaching Strategies

The teaching strategies will be aligned with the aims, learning outcomes and graduate attributes, to ensure the desired results. The course consists of one 1-hour lecture and 2 hours of tutorial per week.

In the classes students engage in more intensive interaction in Japanese with your teacher and your classmates.

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

Attendance: You must attend at least 80% of LECTURES AND tutorials. 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 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 familiarise with facts ABOUT Japan and Japanese language (Discussion of new grammar, vocabulary, *Hiragana*, *Katakana*, and *Kanji*) and how it is used in interaction.
- Video and Power Point presentations are used throughout.
- Students will need to revise the lecture contents by doing exercises in the textbook and going through the lecture notes before they attend their tutorial in the same week.

Tutorial mode

- Students will practice to use Japanese in context, through task-based activities.
- Students will be engaged in class work, group work, pair work, and individual work.

Self study

- Students will be asked to listen to CDs or using Moodle.
- Students will complete weekly homework plus, revise and prepare 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.

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>

5. Course Assessment					
Assessment Task	Length	Weight	Learning Outcomes Assessed	Graduate Attributes Assessed	Due Date
Dictations	2	15%	3	1,2,3,4	Week 4 & 13
Interaction Test	1	20%	1,2,4	1,2,3,5,6,7	Week 9
Mid-term exam	1	20%	1,2,3	1,2,3,4,5	Week 7
Final Exam	1	45%	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.
- **Interaction Test:** Interaction test will be held during your seminar time in week 9. More details will be announced in the lecture and your tutorial class.
- **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 15%.
- **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/Lab 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 starts
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</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	Dictation Quiz=5% During Tutorial
Week 5 March 31 st ~ April 4 th	Daily Routine (Textbook Chapter 3)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Role play</i>	
Week 6 April 7 ^h ~ 11 th	Daily Routine (Textbook Chapter 3)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	
Week 7 April 14 th ~ 18 th	Japanese Neighbourhoods (Textbook Chapter 4)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i>	Mid-term test = 20% During Tutorial
Mid-term break				
Week 8 April 28 th ~ May 2 nd	Japanese Neighbourhoods (Textbook Chapter 4)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	
Week 9 May 5 th ~ 9 th	Japanese Homes (Textbook Chapter 5)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	Interaction Test=20% During Tutorial
Week 10 May 12 th ~ 16 th	Japanese Homes (Textbook Chapter 5)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	
Week 11 May 19 th ~ 23 rd	Leisure Time (Textbook Chapter 6)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	
Week 12 May 26 st ~30 st	Leisure Time (Textbook Chapter 6)	<i>Grammar and expressions</i> <i>Cultural notes</i> <i>Drill exercise</i>	<i>Reading and speaking practice</i> <i>Dictation</i> <i>Role play</i>	Lecture concludes Tutorial: Senpai session
Week 13 June 2 nd ~ 6 th	Review and Reflection	<i>No lecture</i>	<i>Review and reflection</i> <i>Action in Japanese</i>	Dictation Quiz = 10% During your Tutorial

9. Course Resources

Textbook Details

- Nakama 1a, Introductory Japanese: *Communication, culture, context Student Activities Manual Second Edition*, Hatasa. Y, Hatasa. K, and Makino. S, Houghton Mifflin Company Boston NY. (2009)
- Nakama 1a, Introductory Japanese: *Communication, culture, context Student Activities Manual Audio CD*.
- ARTS1632 Introductory Japanese for HSC Beginners Course Notes*

Additional Readings

- Nakama 1a, Introductory Japanese: *Communication, culture, context Second Edition*, Hatasa. Y, Hatasa. K, and Makino. S, Houghton Mifflin Company Boston NY. (2009)
- 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.