



Arts & Social
Sciences

School of Humanities and Languages

ARTS3632 Professional Japanese B Semester 2, 2014

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1. Course Staff and Contact Details

Course Convenor			
Name	Yumiko Hashimoto	Room	MB203
Phone	9385-3722	Email	y.hashimoto@unsw.edu.au
Consultation Time	Thursday & Friday 2-3 pm, or by appointment For personal correspondence with the lecturer, use your uni mail account.		

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.	The skills involved in scholarly enquiry in Japanese.	
	2.	An in-depth engagement with disciplinary knowledge via the Japanese language.	
	3.	The capacity for analytical and critical thinking and for creative problem-solving in Japanese Studies.	
	4.	The ability to engage in independent and reflective learning in Japanese Studies.	
	5.	Information literacy in Japanese.	
	6.	The skills involved in collecting, documenting, organising, and systematically analysing information in both English	

		and Japanese environments.
	7.	The skills required for collaborative and multidisciplinary work.
	8.	The skills of effective communication in 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 enhancing student's knowledge and ability of utilisation of Japanese communication style in a manner which is culturally, functionally, and structurally appropriate in different situations.

The course has three phases related with a project on Japanese language, which is a set of assessments for the course.

Phase 1 (Week 1 ~ Week 6): Various aspects of the Japanese language will be explored with readings and visual materials. Students will refine and expand their knowledge of lexico-grammar, *kanji*, and different styles and registers in Japanese. The characteristics of Japanese including word plays and onomatopoeias will be presented to enhance students' appreciation of diversity in the language. Examinations and discussions of materials will be conducted in both lectures and tutorials. The above activities also aim to provide students with some ideas and suggestions to students to search for their project topics.

Phase 2 (Week 7 ~ Week 9): Students will start preparing for their projects focusing on a specific area of Japanese in their own choices to enhance their linguistic skills and interests. After practicing communications strategies and interview skills, a series of interviews will be conducted with peer students (in Wks 8~9), native Japanese speakers in a guest session (in Wk8) to gather relevant information to their projects.

Phase 3 (Week 10 ~ Week 13): Final stage of the project work will develop students' presentations skills. Production of research paper will enhance their capacity for analytical and critical thinking as well as their linguistic skills of academic writing in Japanese.

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. A primary medium in the course is Japanese to enhance and utilise students' language skills as much as possible. 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, introductory students, and Japanese visitors.

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.

5. Course Assessment					
Assessment Task	Length	Weight	Learning Outcomes Assessed	Graduate Attributes Assessed	Due Date
Written Test	50 mins	20%	1,2,3,5	1,2,3,4,5	Wk 8
Weekly Writing	10~60 mins	10%	1,2,3,4,5	1,2,3,4,5,6,8	Weekly
Research paper	1500~2000-ji	25%	1,2,3,4,5,6	1~8	Wk 10-12
Research presentation	15 mins	20%	1.2.3.4.5.6	1~8	Wk10-12
Research preparation	various	5%	1,3,4,5	1,5,6,7,8	Wk 6,10~12
Project Work	Weekly activity	20%	1,2,3,4,5	1~8	Wk13
For more detailed information on the above assessment, see the course Moodle.					

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.

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/				
週・日 付	テーマ・トピッ ク	講義	クラス	課題・提出日
1: 7/28	コース紹介	コースについて プロジェクトの説明	なし	プロジェクトを決める 7/29
2: 8/4	色々な日本語 1	重要語彙、表現	読解 口頭練習	
3: 8/11	色々な日本語 2	重要語彙、表現	読解 口頭練習	
4: 8/18	色々な日本語 3	重要語彙、表現	読解 口頭練習	
5: 8/25	色々な日本語 4	重要語彙、表現	読解 口頭練習	
6: 9/1	色々な日本語 5	重要語彙、表現	読解 口頭練習	調査計画書を提出 (クラス)
7: 9/8	インタビュー 1	ビデオ発表会 (色々プロジェクト)	インタビューの練習	
8: 9/15	インタビュー 2	テスト	インタビュー (自分のクラスの人)	
9: 9/22	インタビュー 3	インタビュー (他のクラスの人)	インタビュー (日本人のゲスト)	ARTS2631 訪問 (後輩にインタビュー)
中間休暇 9/29 – 10/6				

10:10/6	発表 1	なし (祝日)	発表の準備	11 週発表者 レジュメ提出
11:10/13	発表 2	調査発表会 1	調査発表会 2	12 週発表者 レジュメ提出
12:10/20	発表 3	調査発表会 3	調査発表会 4	
13:10/27	まとめ	なし	まとめ	プロジェクト、調査 レポートを提出 11/7

9. Course Resources

Textbook Details

石黒圭・筒井千絵 (2009) 『留学生のためのここが大切文章表現のルール』 スリーエーネットワーク Any other essential materials are available on the course Moodle.

Additional Readings

See the course Moodle.

Websites

See the course 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.