

JAPA 115 Japanese Language 1

School of Languages & Cultures

Trimester 2009

18 points

STAFF

Mitsue Sandom, Lecturer [Course Coordinator]

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Consultation hours: Wed 11:30-12:30pm

Ms Haruna Nakamura, Tutor

vZ707 Phone 463-6458

Ms Chrysta Owen, Tutor

vZ716 Phone 463-5098

Ms Shirley Pack, Administrator

vZ610 Phone 463 5635

Hours: 9.45am – 4:30pm Mon-Fri

Email: Shirley.Pack@vuw.ac.nz

You are very welcome to see the lecturer and tutors during consultation hours or by appointment.

CLASS TIMES AND ROOMS

1. Lectures: (4 hrs/wk)

Trimester 1

Group A	Tue	11-1	MY103
	Thu	11-1	MY103

Group B	Tue	3-5	KK203
	Thu	3-5	KK203

2. Tutorials*: Conversation & Reading Classes (1hr/wk)

Group 1	Wed	10-11	VZ 710
Group 2	Wed	11-12	VZ 710
Group 3	Wed	1-2	VZ 710
Group 4	Wed	2-3	VZ 710

*Tutorials start from the second week of the first trimester.

You are advised to check Blackboard and the notice board (7th floor VZ) regularly for information on courses, programme changes, as well as Japanese Culture Club activities.

LEARNING OBJECTIVES

This course is designed for those who have passed Bursary Japanese or its equivalent, and aims at further developing oral, listening and written language skills. The objective of the course is to improve your competence in both spoken and written Japanese and basic understanding of Japanese culture.

If you complete the course successfully, you will be able to:

- Have a short conversation in a variety of practical situations;
- Understand and use culturally and socially appropriate language/body language;
- Read and write emails, letters, and short essays;
- Read and write approximately 270 new kanji;
- Sit for Level 3 of the Japanese Language Proficiency Test.

Prescribed Text

Genki II: An Integrated Course in Elementary Japanese, Japan Times (\$82.95)

Genki II: An Integrated Course in Elementary Japanese Workbook, Japan Times (\$41.95) available at the University Book Centre.

Recommended (available in the library)

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

ASSESSMENT REQUIREMENTS

This course is internally assessed using the following criteria:

1.	4 Progress Tests (1.5 hrs) 4 x 10%*	40%
2.	3 Assignments (Genko-yoshi 400 words) 3 x 4%	12%
3.	1 Drama Presentation (10 minutes)	5%
4.	10 Script Tests (6 minutes) 10 x 1%	10%
5.	Final Oral Test (10 minutes)	10%
6.	Final Listening Test (30 minutes)	8%
7.	Final Written Test (2 hours)	15%
	Total	100%

* (Each Progress Test will consist of 8% written and 2% listening)

The test and assignment dates are written on the course schedule attached.

GRADING PROCEDURES

In determining the grades for each course, the Japanese Programme uses the University's standard marking scheme, which is as follows:

Pass:	A+	85% or over
	A	80% - 84%
	A-	75% - 79%
	B+	70% - 74%
	B	65% - 69%
	B-	60% - 64%
	C+	55% - 59%
	C	50% - 54%

Fail	D	40% - 49%
	E	Below 40%
	K	Not satisfying course requirements*

PENALTIES

There will be no alternative test times. Therefore, if you are unable to sit any of the progress tests, you must contact the lecturer prior to the test. If you miss any tests without giving prior warning, the mark of this test would be nil. Details of assignments and drama presentation will be given out at the beginning of the course. Failure to submit an assignment on time will incur a zero mark. You need to contact the lecturer prior to the due date if there are unforeseen reasons. If it is a medical reason, a medical certificate must be provided.

WORKLOADS AND MANDATORY COURSE REQUIREMENTS

You must attend at least 80% of all lectures and tutorials, sit all tests, and hand in all assignments by the due date. If you come more than 15 minutes late, or leave more than 15 minutes early, your attendance will be halved. For Lectures & Tutorials, you must attend the same group each week, except for special reasons. Otherwise, your attendance will not be counted.

The university guideline for average number of study hours per week including class contact hours for a 100 level full year 36 point course is 12 hours per week. You are expected to attend 5 hours of classes per week consisting of 4 hours of lecture and 1 hour of tutorial. Furthermore, you are expected to spend at least 7 hours a week on self-study, including 1 hour with audio-visual resources at the Language Learning Centre or on Blackboard.

If you find difficulty or feel that you are not making satisfactory progress despite spending the appropriate time on study, you should consult your lecturer/tutor.

Study Approach

Before attending each lecture and tutorial, you are expected to spend time previewing the relevant lesson, attempt to learn vocabulary, and understand the grammatical constructions. Ideally, you should prepare the exercises beforehand. The purpose of the lecture and tutorial is to reinforce your self-study and provide a chance for you to clarify any problems arising from your study. You are also expected to help and respect each other's learning.

You should study kanji and vocabulary in your own time and review them often. In addition, you should review lessons regularly with Blackboard.

STUDENT REPRESENTATIVES AND STUDENT EVALUATIONS

In the second week of lectures, staff will facilitate the election of a class representative. Student reps are a valuable means of communication between teaching staff and students. Each trimester student reps of SAELC courses will meet together with the Head of School. At the end of the course all students will be asked to fill out questionnaires prepared by the University's Teaching and Development Centre in order to evaluate individual lecturers' performance and/or the course as a whole.

GENERAL ADVICE

Contact Person:

Students with Disabilities

Maori and Pacific Students

Dr Rick Millington vZ613 Phone 463 5976 Email: Rick.Millington@vuw.ac.nz

JAPA 104 TENTATIVE SCHEDULE 2008

Week	Lectures	Tutorials	Lectures	Assignments
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	(Tuesday)	(Wednesday)	(Thursday)	
wk 1 25 February~	Introduction	(no tutorial)	Lesson 13	
wk 2 3 March~	Lesson 13	Lesson 13	Lesson 13	
wk 3 10 March~	Lesson 13	Lesson 13	Lesson 14 Script Test 1[L13]	
wk 4 17 March~	Lesson 14	Lesson 14	Lesson 14	
wk 5 24 March~	Univ Holiday	Lesson 14	Progress Test 1 [L.13, 14]	
wk 6 31 March~	Lesson 15 Script Test 2[L14]	Lesson 15	Lesson 15	
wk 7 7 April~	Lesson 15	Lesson 15	Lesson 16 Script Test 3[L15]	
Mid Trimester Break				
wk 8 28 April~	Lesson 16 Assignment 1	Lesson 16	Lesson 16	Assignment 1 due 29 April
wk 9 5 May ~	Lesson 16	Lesson 16	Progress Test 2 [L.15, 16]	
wk 10 12 May~	Lesson 17 Script Test 4[L16]	Lesson 17	Lesson 17	Drama script due 13 May
wk 11 19 May~	Lesson 17	Lesson 17	Lesson 18 Script Test 5[L17]	
wk 12 26 May~	Lesson 18	Lesson 18	Drama	
Trimester Break				
wk 13 7 July~	Lesson 18 Assignment 2	Lesson 18	Lesson 18	Assignment 2 due 8 July
wk 14 14 July~	Lesson 19 Script Test 6[L18]	Lesson 19	Progress Test 3 [L.17, 18]	
wk 15 21 July~	Lesson 19	Lesson 19	Lesson 19	
wk 16 28 July~	Lesson 20 Script Test 7[L19]	Lesson 20	Lesson 20	
wk 17 4 August~	Lesson 20	Lesson 20	Lesson 21	
wk 18 11 August~	Lesson 21 Script Test 8[L20]	Lesson 21	Progress Test 4 [L.19, 20]	
Mid Trimester Break				
wk 19 1 September~	Lesson 21 Assignment 3	Lesson 21	Lesson 22	Assignment 3 due 2 September
wk 20 8 September~	Lesson 22 Script Test 9[L21]	Lesson 22	Lesson 22	
wk 21 15 September~	Lesson 22	Lesson 22	Lesson 23	
wk 22 22 September~	Lesson 23 Script Test 10[L22]	Lesson 23	Lesson 23	
wk 23 29 September~	Lesson 23	Lesson 23	Revision Listening Test	
wk 24 6 October~	Final Written Test [L13-23]	(no tutorial) Oral Test	(no lecture) Oral Test	

ACADEMIC INTEGRITY AND PLAGIARISM

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website: <http://www.victoria.ac.nz/home/study/plagiarism.aspx>

GENERAL UNIVERSITY REQUIREMENTS, POLICIES AND STATUTES

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the *Victoria University Calendar* or go to the Academic Policy and Student Policy sections on:

<http://www.victoria.ac.nz/home/about/policy>

This website also provides information for students in a number of areas including Academic Grievances, Student and Staff conduct, Meeting the needs of students with impairments, and student support/VUWSA student advocates.