

SCHOOL OF LANGUAGES AND CULTURES

**CHINESE PROGRAMME
CHIN 311 CHINESE LANGUAGE 3A**

TRIMESTER 1 2010
1 March to 4 July 2010

Trimester dates

Teaching dates: 1 March 2010 to 4 June 2010
Mid-trimester break: 5 April to 18 April 2010

Withdrawal dates

Information on withdrawals and refunds may be found at
<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>

Names and contact details

Coordinator/Teaching Fellow: Dekun Sun Room vZ703
Tel 463-6463 Dekun.Sun@vuw.ac.nz

Administrator: Shirley Pack Room vZ610
Tel 463 5635 Shirley.Pack@vuw.ac.nz
Office Hours: Mon-Fri 9:45am – 4:30pm

Times when the co-ordinator will be available for student consultation are posted on their office doors. If you need to see them outside these times, email them to make an appointment.

Contact Person for:

Students with Disabilities

Maori and Pacific Students

Dr Richard Millington vZ613 Tel 463 5976 Richard.Millington@vuw.ac.nz

Class times and locations

Lectures:

Mon 9-10am HU324
Tue 9-10am HU324

Thu	9-10am	HU324
Fri	9-10am	HU324

Tutorials:

Mon	11-12	22KP 104
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Audio/Visual Classes:

Thur	10-11am	vZ003
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Course delivery

The course includes the following components:

a) Lectures:

New Practical Chinese Reader: Textbook, vol. 3.

b) Tutorials:

The emphasis is to improve reading comprehension and writing ability.

c) A/V Classes:

Most students are eager to make progress towards fluency in speaking Chinese. However, no one can achieve this goal by only attending lectures and tutorials, as it requires self-motivated practice every day. This part of the course, therefore, provides some guidance in making the grammatical Chinese language functional and active, which may be helpful to students who wish to improve their communication skills in Chinese.

Communication of additional information

Students are encouraged to watch the Chinese Programme noticeboard (von Zedlitz Level 7) for information on courses, programme changes, as well as Chinese Cultural Club activities.

Important information regarding the course will also be posted on Blackboard. Students are advised to check Blackboard regularly.

Course content

This course, which builds on language skills acquired in CHIN 212, introduces the students to advanced intermediate level Chinese, concerning a) reading, writing and translation, and b) listening comprehension and conversation.

A large portion of this paper is structured around Book 3 of *New Practical Chinese Reader*, from Lesson 33 onward. It aims to provide students with a grammatical grounding in the language that will be useful for students to progress to more advanced study of Chinese, to learn communication skills in Chinese, and to obtain some basic facts about Chinese people and their culture. Students are expected to improve their reading comprehension, writing ability and translation skills, and to obtain a reasonably broad range of vocabulary, useful phrases and expressions.

A/V sessions held in the Language Learning Centre focus on the skills of listening and speaking Chinese. Most students are eager to make progress towards fluency in speaking Chinese, but no one can achieve this goal by only attending lectures and tutorials, as it requires self-motivated practice every day. The A/V sessions, however, provide some guidance in making the grammatical Chinese language functional and active, which may help students improve their communication skills in Chinese.

Learning objectives

This course aims to provide students with a grammatical grounding in the language that will be useful for students to progress to more advanced study of Chinese and to learn communication skills in Chinese.

Expected workload

Faculty workload guidelines suggest that students should devote a total of 13 hours a week, including class contact hours, to this course for its duration in order to maintain satisfactory progress.

Course attendance should be at least 80% of all classes offered.

Readings

Essential texts:

- *New Practical Chinese Reader: Textbook, Book 3* (Beijing: Beijing Language and Culture University Press, 2002)
- *New Practical Chinese Reader: Workbook, Book 3* (Beijing: Beijing Language and Culture University Press, 2002)
- *Beginner's Chinese Dictionary*, Tuttle

For the first two weeks of trimester all undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer, while postgraduate textbooks and student notes will be available from the top floor of VicBooks in the Student Union Building, Kelburn Campus. After week two all undergraduate textbooks will be sold from VicBooks and student notes from the Student Notes Distribution Centre on the ground floor of the Student Union Building.

Customers can order textbooks and student notes online at www.vicbooks.co.nz or can email an order or enquiry to enquiries@vicbooks.co.nz. Books can be couriered to customers or they can be picked up from the shop. Customers will be contacted when they are available.

VicBooks:

Opening hours are 8:00 am – 6:00 pm, Monday – Friday during term time (closing at 5:00 pm in the holidays). Phone: 463-5515.

Assessment requirements

Assessment is internal and based on a combination of continuous assessment throughout the course, one mid-term written test, one final written test, one final oral test, and one final A/V test. This combination is felt to be most appropriate to a language acquisition paper. Whilst it allows both students and staff to monitor individual progress closely, it also provides yardsticks against which to measure this progress. Students are encouraged to develop regular study habits and to become increasingly autonomous in their learning. Assessment is weighed in the following manner:

Assignments

- 4 written assignments, each worth 5% 20%

Assignments to be submitted one week after being set and to be marked and returned within two weeks at the due date

Written tests

- Mid-term test (23 April) 25%
- Final test (4 June) 35%

[All tests are of 50 minutes duration]

Oral and A/V test

(week of 24 -28 May) 20%

[All tests are of 50 minutes duration]

An aegrotat pass can be considered only when a candidate has completed at least 30% of the course assessment.

Penalties

The late submission of assignments must be negotiated with the co-ordinator before the due date and, depending upon circumstances, may be penalised.

Mandatory course requirements

In order to pass this course, a student must obtain an overall mark of at least 50% from the combination of assessed work. It is mandatory for a student to submit at least 3 out of 4 written assignments and sit all tests.

Class Representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Statement on legibility

Students are expected to write clearly. Where work is deemed 'illegible',

- the student will be given a photocopy of the work and asked to transcribe it to an acceptable standard (preferably typed) and lateness penalties apply;

- if the student still does not transcribe it to an acceptable standard, the work will be accepted as 'received' (so any associated mandatory course requirements are met) but not marked.

Student evaluations

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.

Language Learning Centre (LLC)

Students are encouraged to make use of the audio-visual material available at the LLC to practice their Chinese language skills.

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 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>

The AVC(Academic) 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. This website can be accessed at:

<http://www.victoria.ac.nz/home/about/avcademic/Publications.aspx>