



**SCHOOL OF LANGUAGES AND CULTURES**

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

**TRIMESTER 1 2011**  
28 February to 2 July 2011

Please read through this material very carefully in the first week of the course, and refer to it regularly.

**Trimester dates**

Teaching dates: 28 February to 3 June 2011  
Mid-trimester break: 18 April to 1 May 2011  
Study week: 6-10 June 2011  
Examination/Assessment period: 10 June to 2 July 2011

Please note students should be able to attend an examination at the University at any time during the formal examination period.

**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**

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Office hours: Monday to Friday 9.00am to 4.00pm

**Disability Liaison Person and  
Maori & Pacific Islands  
Students Liaison:** Dr Ross Woods  
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Times when the Coordinator 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.

### **Class times and locations**

#### **Lectures:**

Mon	12noon-12.50pm	MY103
Tue	9.00am-9.50am	MY103
Thu	9.00am-9.50am	MY103
Fri	12noon-12.50pm	MY103

#### **Tutorials:**

Tue	2.10pm-3.00pm	KK204
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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 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 course is structured around Book 3 of *New Practical Chinese Reader*, from Lesson 27-32. 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.

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 tutorial sessions 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

All undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer from 7 February to 11 March 2011, 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 of the trimester all undergraduate textbooks and student notes will be sold from VicBooks on Level 3 of the Student Union Building.

Customers can order textbooks and student notes online at [www.vicbooks.co.nz](http://www.vicbooks.co.nz) or can email an order or enquiry to [enquiries@vicbooks.co.nz](mailto: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 are to be submitted one week after being set and to be marked and returned within two weeks of the due date.

### Written tests

- Mid-term test (8 April) 25%
- Final test (3 June) 35%

[All tests are of 50 minutes duration]

### Oral and A/V test

(week of 23 -27 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 Coordinator before the due date and, depending upon circumstances, may be penalised.

### **Mandatory course requirements**

In order to pass this course, students must 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 options are:

- the student will be given a photocopy of the work and asked to transcribe it to an acceptable standard (preferably typed) within a specified time frame after which penalties will apply;
- 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 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)**

The Language Learning Centre (LLC) is Victoria's technology-rich, multimedia centre supporting independent language learning and teaching.

At the LLC you can practise and extend your language learning. You can:

- select the materials or activities that you find interesting
- meet your needs: match your level and learning style
- study at a time that suits you

Access a variety of multimedia language resources at the LLC: everything from print, audio materials, foreign language TV and DVDs to comprehensive computer software.

The LLC provides access to your digital course material on a server: detailed instructions are in Blackboard on the LLC content page. Drop by the centre to find out more about our services, or check the website.

LLC, Level 0 von Zedlitz Building, [www.victoria.ac.nz/llc/](http://www.victoria.ac.nz/llc/)

### **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>

### **Where to find more detailed information**

Find key dates, explanations of grades and other useful information at [www.victoria.ac.nz/home/study](http://www.victoria.ac.nz/home/study). Find out how academic progress is monitored and how enrolment can be restricted at [www.victoria.ac.nz/home/study/academic-progress](http://www.victoria.ac.nz/home/study/academic-progress). Most

statutes and policies are available at [www.victoria.ac.nz/home/about/policy](http://www.victoria.ac.nz/home/about/policy), except qualification statutes, which are available via the *Calendar* webpage at [www.victoria.ac.nz/home/study/calendar.aspz](http://www.victoria.ac.nz/home/study/calendar.aspz)( See Section C) .

Other useful information for students may be found at the website of the Assistant Vice-Chancellor(Academic) at [www.victoria.ac.nz/home/about/victoria/academic](http://www.victoria.ac.nz/home/about/victoria/academic).