



SCHOOL OF LANGUAGES AND CULTURES

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

TRIMESTER 1 2012
5 March to 4 July 2012

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

Trimester dates

Teaching dates: 5 March to 8 June 2012
Mid-trimester break: 6–22 April 2012
Study week: 11-15 June 2012
Examination/assessment period: 15 June to 4 July 2012

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

Course Coordinator	Dr Limin Bai
Senior Lecturer:	Office: vZ718 Phone: 463 6462 Email: limin.bai@vuw.ac.nz Office Hours: Monday 12 -1pm and Tuesday 12-1pm
Teaching Fellow:	Mr Yongjian (Tony) Luo Office: vZ702 Phone: 463 7427 Email: tony.luo@vuw.ac.nz
Administrators:	Nina Cuccurullo Office: vZ610 Phone: 463 5293 Email: nina.cuccurullo@vuw.ac.nz Sarah Walton Office: vZ610 Phone: 463 5318 Email: sarah.walton@vuw.ac.nz

Reception Hours: 9.00am – 5.00pm Monday to Friday

Contact Person for Maori & Pasifika Students

Dr Ross Woods
Office: vZ504
Phone: 463 5098
Email: ross.woods@vuw.ac.nz

Contact Person for Students with Disabilities

Dr Carolina Miranda
Office: vZ505
Phone: 463 5647
Email: carolina.miranda@vuw.ac.nz

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:

Monday	3.10 – 4.00pm	EALT206
Tuesday	3.10 – 4.00pm	EALT206
Thursday	3.10 – 4.00pm	EALT206
Friday	3.10 – 4.00pm	EALT206

Tutorials:

Monday	9.00 – 9.50am	vZ509
OR		
Monday	12.00 – 12.50pm	vZ510

Please note that tutorials start in the **second** week of the trimester. Students must choose tutorial groups by signing up using the S-cubed system - <https://signups.victoria.ac.nz>. You remain in your allotted group for the whole course, unless a change is authorised by the Course Coordinator.

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 prescription

This course builds on the language skills acquired at 200 level. Cultural topics reinforce understanding of the language and people.

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

The University Assessment Handbook suggests 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 13 February to 16 March 2012, 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 4 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 nominated collection points at each campus. Customers will be contacted when they are available.

Opening hours are 8.00am – 6.00pm, Monday – Friday during term time (closing at 5.00pm in the holidays).
Phone: 463 5515.

Language Learning Centre (LLC)

The Language Learning Centre (LLC) is Victoria's technology-rich, multimedia centre supporting 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
- study with resources that match your language level and learning style
- find a welcoming environment with services and events, and onsite assistance and support for languages

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

The LLC provides access to your digital course material on a server, and instructions are given during LLC orientations. The Blackboard site for most language courses has an LLC content-page for your reference, with web links, LLC Guides, resource lists, etc.

Drop by the centre to find out more, or visit the website. LLC, Level 0 von Zedlitz Building, www.victoria.ac.nz/llc/

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.

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. Find out how academic progress is monitored and how enrolment can be restricted at www.victoria.ac.nz/home/study/academic-progress. Most statutes and policies are available at 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.aspx (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/avcacademic.