



**FACULTY OF HUMANITIES AND SOCIAL SCIENCES  
SCHOOL OF LANGUAGES AND CULTURES**

**JAPANESE PROGRAMME  
JAPA 116 JAPANESE LANGUAGE 1B**

**20 POINTS**

**TRIMESTER 2 2013**

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

**Important dates**

**Trimester dates:** 15 July to 17 November 2013

**Teaching dates:** 15 July to 18 October 2013

**Mid-trimester break:** 26 August to 8 September 2013

**Withdrawal dates:** Refer to [www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds](http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds)

If you cannot complete an assignment or sit a test or examination (aegrotats), refer to [www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat](http://www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat)

**Names and contact details**

**Course Coordinator  
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School office hours: 9.00am to 5.00pm Monday to Friday

**Contact Person for Māori and Pasifika Students:** Dr Vanessa Frangville  
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**School Website:** [www.victoria.ac.nz/slc](http://www.victoria.ac.nz/slc)

### Class times and locations

**1. Lectures: (3hrs/wk)**

Tuesday 10.00am - 11.50am HM (Hugh Mackenzie) LT 104

**AND**

Thursday 10.00am - 10.50am HM (Hugh Mackenzie) LT 104

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

OR Mon 10.00am - 10.50am vZ (von Zedlitz) 003  
OR Mon 11.00am - 11.50am vZ (von Zedlitz) 003  
OR Mon 12noon -12.50pm vZ (von Zedlitz) 003

**3. Tutorials: Conversation Classes (1hr/wk)**

OR Wed 10.00am - 10.50am vZ (von Zedlitz) 710  
OR Wed 11.00am - 11.50am vZ (von Zedlitz) 710  
OR Wed 12noon -12.50pm vZ (von Zedlitz) 710

Please note that Monday tutorial classes start in the **second** week of the trimester. The Wednesday class will start in the first week.

Students must choose tutorial class 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.

Please also note that cellular phones and pagers should be switched off for the duration of all classes.

### Communication of additional information

You are advised to check Blackboard and the noticeboard (7th floor vZ) regularly for information on courses and programme changes.

## Course Prescription

This course is a continuation of the work done in JAPA 115 in all four language skills, reading, writing, listening and speaking. By the end of this course, students will acquire the knowledge of upper-elementary Japanese grammar and will understand approximately 500 kanji.

## Course content

This course is designed to build on JAPA115 to develop further spoken and written language skills. By the end of this course students will acquire upper-elementary proficiency in oral and written Japanese and understand approximately 500 kanji. A tentative outline of the course schedule at the end of the outline shows what will be covered during the course.

## Course learning objectives (CLOs)

The objective of the course is to improve your competence both in upper-elementary spoken and written Japanese and basic understanding of Japanese culture.

Students who pass this course will/should be able to:

- 1 Converse at an upper-elementary level about matters of a general nature (oral and aural skills).
- 2 Recognise the meaning(s) and reading(s) of approximately 500 *kanji* in addition to the two *kana* syllabaries (reading and writing skills).
- 3 Recognise and appropriately apply upper-elementary grammar of modern Japanese (oral, aural, reading and writing skills).
- 4 Gain an upper-elementary understanding of Japanese society and culture through language study on this course, and apply that to communication with Japanese people on topics of a non-specialist nature (intercultural competence).

NB Students' ability in the language is expected to have reached the equivalent of the Japanese Language Proficiency Test Level N4.

## Teaching format

Grammatical structures and cultural aspects of the language will be introduced in the lectures and students will practice the four skills of reading, writing, speaking, and listening. In the tutorials, further practice will be given for reading and writing Japanese, and students' oral skills will also be a main focus.

## Mandatory course requirements

In addition to achieving an overall pass mark of 50% students are required to do the following, unless specific exemptions have been agreed to:

- You must attend at least 80% of all lectures and tutorials, sit both the tests, play an appropriate part in Oral Presentation, and hand in the assignment by the due date.

## Workload

You are required to attend 5 hours of classes per week (3 hours of lecture and 2 hours of tutorial).

- The University Assessment Handbook guideline for average number of study hours per week including class contact hours for a half-year 20-point course is 13 hours per week. (5 hours in class and 8 hours work on self-study).
- 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 should study kanji and vocabulary in your own time and review them often. In addition, you should review lessons regularly with Blackboard.
- You are expected to use audio-visual resources at the Language Learning Centre or on Blackboard as part of your self-study (at least 1 hour per week).
- You are expected to practise Japanese conversation with your classmates or native speakers outside class (at least 1 hour per week).
- You are expected to help and respect each other's learning.
- If you encounter difficulty or feel that you are not making satisfactory progress despite spending the appropriate time on study, you should consult with your lecturer/tutor.

### Assessment requirements

Assessment items and workload per item	%	CLO(s)	Due date
1 Progress Test (app. 2 hrs)*	30%	1, 2, 3, 4	20 August 2013
2 Assignment (Genko-yōshi 400 characters)	10%	2, 3, 4	5 September 2013
3 5 Online Kanji Quizzes (6 minutes) 5 x 2%**	10%	2	29 July, 12 Aug, 9 Sept, 23 Sept, 7 Oct
4 5 Online Vocabulary Quizzes (5 minutes) 5 x 1%	5%	1, 2	1 Aug, 15 Aug, 10 Sept, 24 Sept, 17 Oct
5 Oral Presentation (10 minutes)***	15%	1, 3, 4	9 October 2013
6 Final Written Test (app. 2 hrs)*	30%	1, 2, 3, 4	15 October 2013

This course is internally assessed. Assessment covers all four skills of reading, writing, listening and speaking. Students' progress is tested throughout the course to enable the lecturers and students to monitor levels of language acquisition. Kanji and vocabulary quizzes are held regularly to help students prepare for classes and to assist in the retention of new kanji and vocabulary items. A final test is given at the end of the course to consolidate and evaluate students' overall acquisition of the language in all five language skills (Speaking, listening, reading, writing and inter-cultural competence). The assessment requirements of the course are as follows:

\* Progress Test & Final Written Test will consist of 24% written and 6% listening.

\*\* Online Quizzes will be available through Blackboard. Kanji Quizzes will be conducted during tutorials. Vocabulary Quizzes need to be completed in the student's own time on the specified date.

\*\*\* Oral Presentation is pair-or group-work, but is individually assessed.

The test and assignment dates are written on the course schedule attached. Details of the assignment and oral presentation will be given out in the first few weeks of the course.

### Submission and return of work

All assignments in Japanese must be **hand written** on *genkō-yōshi*. Hard copies of assignments should be submitted in class. In principle, they will be returned within three weeks of the deadline. Marking criteria will be distributed in class in advance of the assignment.

Tidy presentation is essential. Work may be typed or neatly handwritten. Crossings-out indicate that a piece of work is still at draft stage. Allow space for corrections: leave a 4-centimetre margin and

write or type on alternate lines. Do not write in pencil. All assignments should include a cover sheet available from SLC office. Assignments are to be handed in to the Japanese assignment slot located to the left of the SLC Office area on the 6th floor of von Zedlitz. Detailed guidelines for the presentation of assignments will be distributed with the assignment topics.

## Penalties

If unforeseeable circumstances arise that prevent you from completing an assessment or test on the due date, you should contact the Course Coordinator/Tutor prior to the due date if possible, and without delay (within two working days) afterwards. If it is a medical reason, a medical certificate must be provided.

There may be no alternative test/assessment times. Therefore, if you are unable to sit any of the tests, you must contact the Course Coordinator prior to the test. For students who are unable to sit a test due to exceptional circumstances such as health problems or a family bereavement, alternative arrangements may be agreed to by the Course Coordinator, on presentation of a medical certificate or other appropriate document(s). Such arrangements must be made as soon as possible: at the latest, within two days of the test/assessment date. If the Course Coordinator has not been contacted by that day, a fail grade for that piece of assessment may be awarded.

Assignments must be handed in on the deadlines specified to avoid penalties. **5% per day (counting an individual piece of work as 100%) will be deducted from work submitted after the assigned date** without prior permission or without a necessary and demonstrable reason such as illness. While extensions will usually be granted on request for legitimate unavoidable reasons, work that comes in after the original deadline may receive only minimal comments from your marker.

## Set texts

### Essential texts:

*Genki II: An Integrated Course in Elementary Japanese*, Japan Times

*Genki II: An Integrated Course in Elementary Japanese Workbook*, Japan Times

Texts can be purchased from Vic Books, Ground Floor Easterfield Building, Kelburn Parade. It can also be ordered online at [www.vicbooks.co.nz](http://www.vicbooks.co.nz). Orders and enquiries can be emailed to [enquiries@vicbooks.co.nz](mailto:enquiries@vicbooks.co.nz).

### Recommended Reading:

*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*.

林 四郎・大村 はま・月本 雅幸・濱口 富士雄 (2011) 『三省堂 例解小学漢字辞典 第四版』 三省堂 [Hayashi, Shiroo et al. Sanseido reikai shoogaku kanji jiten 4<sup>th</sup> ed.]

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] Vols. 1 & 2.

### **Class representative**

A class representative will be elected in the first week, 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. Class reps will attend a meeting with the Head of School to discuss how the course is going and to raise any concerns or suggestions that they may have. You can find out more information on Class Representatives on the VUWSA website: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)

### **Student feedback**

Response to feedback for this course will be discussed in class or delivered via Blackboard. Student feedback on University courses may be found at [http://www.cad.vuw.ac.nz/feedback/feedback\\_display.php](http://www.cad.vuw.ac.nz/feedback/feedback_display.php)

### **Other important information**

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: [www.victoria.ac.nz/home/study/plagiarism](http://www.victoria.ac.nz/home/study/plagiarism)
- Aegrotats: [www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat](http://www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat)
- Academic Progress: [www.victoria.ac.nz/home/study/academic-progress](http://www.victoria.ac.nz/home/study/academic-progress) (including restrictions and non-engagement)
- Dates and deadlines: [www.victoria.ac.nz/home/study/dates](http://www.victoria.ac.nz/home/study/dates)
- FHSS Student and Academic Services Office: [www.victoria.ac.nz/fhss/student-admin](http://www.victoria.ac.nz/fhss/student-admin)
- Grades: [www.victoria.ac.nz/home/study/exams-and-assessments/grades](http://www.victoria.ac.nz/home/study/exams-and-assessments/grades)
- Resolving academic issues: [www.victoria.ac.nz/home/about/avcacademic/publications2#grievances](http://www.victoria.ac.nz/home/about/avcacademic/publications2#grievances)
- Special passes: [www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass](http://www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass)
- Statutes and policies including the Student Conduct Statute: [www.victoria.ac.nz/home/about/policy](http://www.victoria.ac.nz/home/about/policy)
- Student support: [www.victoria.ac.nz/home/viclife/student-service](http://www.victoria.ac.nz/home/viclife/student-service)
- Students with disabilities: [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability)
- Student Charter: [www.victoria.ac.nz/home/viclife/student-charter](http://www.victoria.ac.nz/home/viclife/student-charter)
- Student Contract: [www.victoria.ac.nz/home/admisenrol/enrol/studentcontract](http://www.victoria.ac.nz/home/admisenrol/enrol/studentcontract)
- Turnitin: [www.cad.vuw.ac.nz/wiki/index.php/Turnitin](http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin)
- University structure: [www.victoria.ac.nz/home/about](http://www.victoria.ac.nz/home/about)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)

### **Language Learning Centre (LLC)**

The Language Learning Centre (LLC) is the Library's technology-rich, multimedia centre supporting language learning. At the LLC you can practise and extend your language learning.

You can:

- Find materials to support your language studies, including dictionaries, textbooks and graded readers.
- Study independently using language learning software, audio material and DVDs.
- Find a welcoming environment with services and events, and onsite assistance and support for languages
- Become a Language Buddy or find a conversation group.

Visit the LLC on Level 0, von Zedlitz Building and take a look at our website [www.victoria.ac.nz/llc](http://www.victoria.ac.nz/llc).

**Course programme**

**JAPA116 TENTATIVE SCHEDULE 2013**

<b>Week</b>	<b>AV Tutorials (Mondays)</b>	<b>Lectures (Tuesdays 2hrs)</b>	<b>Tutorials (Wednesdays)</b>	<b>Lectures (Thursday 1 hr)</b>
<b>wk 1</b> 15 July	(No tutorial)	Lesson 19	Revision	Introduction & Revision
<b>wk 2</b> 22 July	Lesson 19	Lesson 19	Lesson 19	Lesson 19
<b>wk 3</b> 29 July	Lesson 19 <b>Kanji Quiz 1[L19]</b>	Lesson 20	Lesson 20	Lesson 20 <b>Vocab Quiz 1 [L19]</b>
<b>wk 4</b> 6-15 August	Lesson 20	Lesson 20	Lesson 20	Lesson 20
<b>wk 5</b> 12-21 August	Lesson 20 <b>Kanji Quiz 2[L20]</b>	Lesson 21	Lesson 21	Lesson 21 <b>Vocab Quiz 2 [L20]</b>
<b>wk 6</b> 19-28 August	Lesson 21	<b>Progress Test on 20 August [L.19-20]</b>	Lesson 21	Lesson 21
	<b>Mid trimester Break</b>	<b>26 August to 8 September 2013</b>		
<b>wk 7</b> 9-16 Sept	Lesson 21 <b>Kanji Quiz 3[L21]</b>	Lesson 22 <b>Vocab Quiz 3 [L21]</b>	Lesson 21	Lesson 21 <b>Assignment due on 5 Sept</b>
<b>wk 8</b> 16-23 Sept	Lesson 22	Lesson 22	Lesson 22	Lesson 22
<b>wk 9</b> 23-30 Sept	Lesson 22 <b>Kanji Quiz 4[L22]</b>	Lesson 23 <b>Vocab Quiz 4 [L22]</b>	Lesson 22	Lesson 22
<b>wk 10</b> 30 Sept-7 Oct	Lesson 23	Lesson 23	Lesson 23	Lesson 23
<b>wk 11</b> 7-14 Oct	Lesson 23 <b>Kanji Quiz 5 [L23]</b>	Lesson 23	<b>Oral on Wed 9 Oct</b>	Lesson 23
<b>wk 12</b> 14-21 Oct	<b>Revision</b>	<b>Final Test on 15 Oct [L21-23]</b>	<b>Revision</b>	<b>Revision Vocab Quiz 5 [L23]</b>