



**FACULTY OF HUMANITIES AND SOCIAL SCIENCES**

**SCHOOL OF LANGUAGES AND CULTURES**

**JAPANESE PROGRAMME**

**JAPA 305 JAPANESE LANGUAGE 3B**

**20 POINTS**

**TRIMESTER 2 2015**

**Important dates**

**Trimester dates:** 13 July to 15 November 2015

**Teaching dates:** 13 July to 16 October 2015

**Mid-trimester break:** 24 August to 6 September 2015

**Withdrawal dates:** Refer to [www.victoria.ac.nz/students/study/withdrawals-refunds](http://www.victoria.ac.nz/students/study/withdrawals-refunds). If you cannot complete an assignment or sit a test or examination, refer to [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats).

**Names and contact details**

**Course Coordinator and Lecturer:** Associate Professor Edwina Palmer  
Office: vZ706  
Phone: 463 6465  
Email: [edwina.palmer@vuw.ac.nz](mailto:edwina.palmer@vuw.ac.nz)

**Tutor:** Miwa Higa  
Office: vZ707  
Phone: 463 5233 xtn 4847  
Email: [miwa.higa@vuw.ac.nz](mailto:miwa.higa@vuw.ac.nz)

**School Administrators:** Nina Cuccurullo  
Office: vZ610  
Phone: 463 5293  
Email: [nina.cuccurullo@vuw.ac.nz](mailto:nina.cuccurullo@vuw.ac.nz)

Ida Li  
Office: vZ610  
Phone: 463 5318  
Email: [ida.li@vuw.ac.nz](mailto:ida.li@vuw.ac.nz)

School office hours: 9.00am to 4.30pm Monday to Friday

**Contact Person for Māori and Pasifika Students:** Dr Carolina Miranda  
Office: vZ502  
Phone: 463 5647  
Email: [carolina.miranda@vuw.ac.nz](mailto:carolina.miranda@vuw.ac.nz)

**Contact Person for Students with Disabilities:** Dr Margaret Sutherland  
 Office: vZ615  
 Phone: 463 5975  
 Email: [margaret.sutherland@vuw.ac.nz](mailto:margaret.sutherland@vuw.ac.nz)

**School Website:** [www.victoria.ac.nz/slc](http://www.victoria.ac.nz/slc)

### Class times and locations

- a) Lectures: (3 hours per week)
- |           |                 |                          |
|-----------|-----------------|--------------------------|
| Monday    | 4.10pm - 5.00pm | AM (Alan MacDiarmid) 104 |
| Wednesday | 3.10pm - 5.00pm | AM (Alan MacDiarmid) 104 |
- b) AVs: (1 hour per week)
- |                    |                     |                      |
|--------------------|---------------------|----------------------|
| Thursday           | 10.00am - 10.50am   | vZ (von Zedlitz) 509 |
| <b>OR</b> Thursday | 12.00noon - 12.50pm | vZ (von Zedlitz) 510 |
- c) Tutorials: (1 hour per week)
- |                   |                   |                      |
|-------------------|-------------------|----------------------|
| Tuesday           | 10.00am - 10.50am | vZ (von Zedlitz) 710 |
| <b>OR</b> Tuesday | 11.00am - 11.50am | KK (New Kirk) 107    |

Please note that Tutorials (Tuesdays) start in the **first** week of the trimester and AVs (Thursdays) start in the **second** week.

Students must choose audiovisual (AV) class groups and tutorial class groups by signing up using the myAllocator system: <https://student-sa.victoria.ac.nz>. Detailed instructions are available on Blackboard.

You remain in your allotted group for the whole course, unless a change is authorised by the Course Coordinator.

### Communication of additional information

Any additional information relating to this course may be found on Blackboard and the Japanese noticeboard situated on the 7th floor of the von Zedlitz Building. You are required to check Blackboard and the noticeboard regularly.

### Prescription

This course is a continuation of the work done in JAPA 304 in all four language skills; reading, writing, listening and speaking. By the end of this course, students will acquire the knowledge of basic Japanese grammar and will understand approximately 950 kanji.

### Course learning objectives (CLOs)

Students who pass this course should be able to:

1	Converse at an upper-intermediate level about matters of a general nature (oral and aural skills).
2	Recognise the meaning(s) and reading(s) of approximately 950 <i>kanji</i> in addition to the two <i>kana</i> syllabaries (reading and writing skills).
3	Recognise and appropriately apply upper-intermediate grammar of modern Japanese (oral, aural, reading and writing skills).
4	Gain an upper-intermediate understanding of Japanese society and culture through language study on this course, and apply that to their 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 Proficiency Test Level N3.

## Teaching format

Students will study and practice the five skills of reading, writing, speaking, listening and intercultural competence in the lectures and further grammatical structures will be introduced. In the tutorials, further practice will be given for speaking and writing Japanese.

## Mandatory course requirements (MCRs)

In addition to achieving an overall pass mark of 50% in this course each student must:

1. attend at least 9 out of 11 tutorials to ensure that they have maximum opportunities to learn grammar, vocabulary, kanji, culture, and practice speaking, listening, reading, and writing skills through various activities;
2. Achieve at least 30% in each of the 8 categories of items of assessment, in order to demonstrate achievement in the various skills of language learning, as outlined in the CLOs.
3. Any student who is concerned that they have been (or might be) unable to meet any of the MCRs because of exceptional personal circumstances should contact the course coordinator as soon as possible.

## Workload

The University Assessment Handbook has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. A 20 point course anticipates 200 hours of work over the trimester. Students enrolling in a 20-point course should work on average 17 hours per week including contact hours - i.e., in the case of JAPA 305, 12 hours of private study outside class time.

A possible distribution of this time each week would be:

Class and tutorial attendance	5 hours
Reading and reviewing class notes	4 hours
Tutorial preparation	4 hours
Study for tests and reading for essays	4 hours

## Assessment

This course is internally assessed and each student's progress will be assessed by assignments and progress tests, and other tests during the course.

Assessment items and workload per item	%	CLO(s)	Due date
<b>1 Written kanji quizzes</b> 6 x 1.5% These are approximately 10-minute scheduled quizzes conducted during lectures. They aim to test students' ability to accurately hand-write kanji, with a focus on newly-introduced kanji (though not exclusively). They may be conducted at any point during the lecture, at the discretion of the instructor.	9%	2	29 July, 10 August, 16 September, 23 September, 30 September, 5 October
<b>2 Online kanji/vocabulary quizzes</b> 6 x 1.5% (approximately an hour in total) These will be available through Blackboard. They may be completed in the student's own time before a specified deadline. They are intended to assist students in learning to recognise and read vocabulary and kanji.	9%	1, 2	17 July, 24 July, 7 August, 4 September, 11 September, 25 September
<b>3 Written assignment</b> 1 x 12% The written assignment is designed to assess students' ability to write in Japanese in a stylistically appropriate fashion. (600-700 graphs/characters).	12%	1, 2, 3, 4	7 September
<b>4 Oral presentation</b> Detailed information will be given in lectures. The student's contribution is individually assessed.	15%	1, 3, 4	Week 10 or Week 11 tbc
<b>5 Progress test – aural section</b> 1 x 5% This test is a 20 minute aural comprehension test based on the topics, vocabulary and grammar studied to date.	5%	1, 3, 4	12 August
<b>6 Progress test – written section</b> 1 x 20 This test is an 80-minute written test that assesses students' retention of the grammar and kanji learnt and their ability to read, write and comprehend Japanese.	20%	1, 2, 3, 4	19 August
<b>7 Final test – aural section</b> 1 x 5% This test is a 20 minute aural comprehension test based on the topics, vocabulary and grammar studied throughout the course.	5%	1, 3, 4	7 October
<b>8 Final test – written section</b> 1x 25% This test is an 80-minute written test that assesses students' retention of the grammar and kanji learnt throughout the course, and their ability to read, write and comprehend Japanese.	25%	1, 2, 3, 4	13 October

## 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. 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. In principle, assessed assignments will be returned within three weeks of the deadline.

Marked work will either be returned in class or be made available for collection from the SLC office between the hours of 10am-2pm each day. Please bring your student ID card with you when you come to collect your work.

## Extensions and penalties

### Extensions

The granting of extensions is at the discretion of the Course Coordinator. Extensions without penalty will be considered on the grounds of exceptional personal circumstances (illness, bereavement, etc) for which supporting evidence must be provided. For further information see the Assessment Handbook 2014 [www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf](http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf).

### Penalties

Unless the Course Coordinator has granted an extension, assessed work that has been submitted late will be penalised by reduction of the grade for that item by 5% per day.

## Set texts

*An Integrated Approach to Intermediate Japanese, Revised Edition*, The Japan Times  
*An Integrated Approach to Intermediate Japanese Workbook, Revised Edition*, The Japanese Times

Set texts can be purchased from Vic Books, Ground Floor Easterfield Building, Kelburn Parade. They 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

### Kanji:

- *A Guide to Reading and Writing Japanese* (Tuttle)
- *Kanji in Context* (Japan Times)
- *Nelson's Japanese-English Character Dictionary* (Tuttle)

### Grammar:

- *A Dictionary of Basic Japanese Grammar* (Japan Times)
- *A Dictionary of Intermediate Japanese Grammar* (Japan Times)

You are encouraged to invest in a good quality electronic dictionary such as a Casio Ex-Word, but you should seek advice concerning the most appropriate model for your needs.

## Class representative

The class representative provides a useful way to communicate feedback to the teaching staff during the course. A class representative will be selected at the first lecture of the course. Students may like to write the Class Rep's name and details in this box:

Class Rep name and contact details:
-------------------------------------

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

I have thoroughly reviewed student feedback, in which some students felt overloaded with assessment in the last week, so the dates of aural tests have been brought forward a little. Students appreciated the variety of assessment, the clear explanations of the more advanced grammar, and learning more about the formation of *kanji*.

Student feedback on University courses may be found at [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/students/study/exams/integrity-plagiarism](http://www.victoria.ac.nz/students/study/exams/integrity-plagiarism)
- Aegrotats: [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)
- Academic Progress: [www.victoria.ac.nz/students/study/progress/academic-progress](http://www.victoria.ac.nz/students/study/progress/academic-progress) (including restrictions and non-engagement)
- Dates and deadlines: [www.victoria.ac.nz/students/study/dates](http://www.victoria.ac.nz/students/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/students/study/progress/grades](http://www.victoria.ac.nz/students/study/progress/grades)
- Resolving academic issues: [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- Special passes: [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- Statutes and policies including the Student Conduct Statute: [www.victoria.ac.nz/about/governance/strategy](http://www.victoria.ac.nz/about/governance/strategy)
- Student support: [www.victoria.ac.nz/students/support](http://www.victoria.ac.nz/students/support)
- Students with disabilities: [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability)
- Student Charter: [www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter)
- Student Contract: [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- 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/about/governance/structure](http://www.victoria.ac.nz/about/governance/structure)
- Victoria graduate profile: [www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)

### Language Learning Centre (LLC)

The Language Learning Centre (LLC) is the University'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**
**JAPA 305 TENTATIVE OUTLINE OF COURSE CONTENT 2015**

<b>Week</b>	<b>Lecture 50 mins (Monday)</b>	<b>Tutorial (Tues)</b>	<b>Lecture 1hr 50 mins (Wednesday)</b>	<b>Tutorial (Thurs)</b>	<b>Online quizzes</b>
<b>wk 1</b> 7月 13～17日	オリエンテーション  IAIJ 8 文法 漢字	IAIJ 8 会話	IAIJ 8 文法 読み物	(No tutorial in 1st week)	<b>Online Quiz 8</b> 17 July 11.59pm
<b>wk 2</b> 7月 20日～24日	IAIJ 8 文法・読み物 (続)・速読	IAIJ 8 会話  ワークブックなどの練習	IAIJ 8 速読 (続)  IAIJ 9 漢字・文法	IAIJ 8 ワークブックなどの練習	<b>Online Quiz 9</b> 24 July 11.59pm
<b>wk 3</b> 7月 27日～31日	IAIJ 9 文法・読み物	IAIJ 9 会話  ワークブックなどの練習  Oral Prep	IAIJ 9 読み物・文法 (続)  <b>Kanji Quiz 1 (L8) 1.5%</b>	IAIJ 9 ワークブックなどの練習	
<b>wk 4</b> 8月 3日～7日	IAIJ 9 速読  IAIJ 10 読み物 漢字	IAIJ 9 ワークブックなどの練習  聞き取り練習	IAIJ 10 読み物 (続) 文法	IAIJ 9/10 ワークブックなどの練習	<b>Online Quiz 10</b> 7 August 11.59pm
<b>wk 5</b> 8月 10日～14日	IAIJ 10 読み物・文法 (続) <b>Kanji Quiz 2 (L9) 1.5%</b>	IAIJ 10 会話  ワークブックなどの練習  Oral Prep	<b>Aural Progress Test 5%</b> 8月12日  IAIJ 8-10 復習	IAIJ 8-10 復習	
<b>wk 6</b> 8月 17日～21日	IAIJ 8-10 復習	IAIJ 10 ワークブックなどの練習  聞き取り練習	<b>Written Progress Test 20%</b> 8月19日 <b>(L-10)</b> IAIJ 11 文法	アクティビティ・など	<b>Online Quiz 11</b> 4 Sept 11.59pm
<b>8月24日～9月6日 中間休み</b>					

<b>wk 7</b> 9月 7日～11日	IAIJ 11 文法 漢字  <b>宿題 12%</b> <b>Due 7</b> <b>September</b> <b>3pm</b>	IAIJ 11 会話  ワークブックな どの練習  Oral Prep	IAIJ 11 読み物	IAIJ 11 ワークブ ックなど の練習	<b>Online Quiz 12</b> 11 Sept 11.59pm
<b>wk 8</b> 9月 14日～18日	IAIJ 11 文法・読み 物・速読	IAIJ 11 ワークブックな どの練習  聞き取り練習	IAIJ 11 読み物・速読 (続)  <b>Kanji Quiz 3 (L10)</b> <b>1.5%</b>  IAIJ 12 読み物	IAIJ 11 ワークブ ックなど の練習	
<b>wk 9</b> 9月 21日～25日	IAIJ 12 文法・漢字・ 読み物	IAIJ 12 会話  IAIJ 12 ワークブックな どの練習  Oral Prep	IAIJ 12 読み物 (続)  <b>Kanji Quiz 4 (L11)</b> <b>1.5%</b>	IAIJ 12 ワークブ ックなど の練習  Oral Prep	<b>Online Quiz 13</b> 25 Sept 11.59pm
<b>wk 10</b> 9月28日～ 10月2日	IAIJ 12 文法・速読  IAIJ 13 読み物・文法	<b>Oral 15% date tbc</b> <b>(or next week)</b>	<b>Kanji Quiz 5 (L12)</b> <b>1.5%</b>  IAIJ 13 読み物 (続) ・ 文法	IAIJ 12 ワークブ ックなど の練習	
<b>wk 11</b> 10月 5日～9日	IAIJ 13 速読 <b>Kanji Quiz 6</b> <b>(L13) 1.5%</b>	<b>Oral 15% date tbc</b> <b>(or previous</b> <b>week)</b>	<b>Final Aural Test</b> <b>5%</b> 10月7日 IAIJ 10-13 <small>ふくしゅう</small> 復習	IAIJ 13 会話2  IAIJ 13 ワークブ ックなど の練習	
<b>wk 12</b> 10月 12日～16日	IAIJ 10-13 <small>ふくしゅう</small> 復習	IAIJ 13 ワークブックな どの練習	<b>Final Written Test</b> <b>25%</b> 10月14日 <b>(L.10-13 を中心</b> <b>に)</b>	総まと め・ アクティ ビティな ど	