



## FACULTY OF HUMANITIES AND SOCIAL SCIENCES

### SCHOOL OF LANGUAGES AND CULTURES

#### JAPANESE PROGRAMME JAPA 112 ELEMENTARY JAPANESE 20 POINTS

#### TRIMESTER 2 2016

#### Key dates

**Trimester dates:** 11 July to 13 November 2016

**Teaching dates:** 11 July to 16 October 2016

**Mid-trimester break:** 22 August to 4 September 2016

**Study period:** 17–20 October 2016

**Examination/Assessment Period:** 21 October to 12 November 2016

**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 in the last three weeks of teaching, or an examination, it may instead be possible to apply for an aegrotat (refer to [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)).

#### Class times and locations

##### Lectures: (3 hours per week)

Monday	3.10pm - 4.00pm	HU (Hunter) LT119
Wednesday	3.10pm - 5.00pm	HU (Hunter) LT220

##### Audiovisual (AVs) and Tutorials

Please note that Audiovisual (AVs) and Tutorials start in the **second** week of the trimester. Students must choose both an audiovisual (AV) class group and a tutorial class group by signing up using the myAllocator system: <https://student-sa.victoria.ac.nz>. Detailed instructions are available on Blackboard.

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

#### Names and contact details

**Course Coordinator and Lecturer** Yoshie Nishikawa  
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School office hours: 9.00am - 4.30pm Monday to Friday

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

### Communication of additional information

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

### Prescription

This course increases basic proficiency in oral and written Japanese. 150 Kanji are covered.

### Course learning objectives (CLOs)

Upon completing JAPA 112 successfully students will be able to:

1. Converse at an elementary level about matters of a general nature (oral and aural skills).
2. Recognise the meaning(s) and reading(s) of approximately 150 *kanji* in addition to the two *kana* syllabaries (reading and writing skills).
3. Recognise and appropriate apply elementary grammar of modern Japanese (oral, aural, reading and writing skills).
4. Gain an elementary 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 should have reached the equivalent of the Japanese Proficiency Test Level N5.

### 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 (MCRs)

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

- a) students must attend at least seven of ten AV classes and at least seven out of 10 tutorials; this is to ensure that they will have the opportunity to practice the grammar and vocabulary learnt during lectures in a smaller class environment.
- b) students must obtain at least 40% for each assignment worth 10% or more in order to demonstrate the achievement of all the CLOs of the course.

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 anticipates that you should be able to devote about 200 hours to a 20-point course including class contact time, background reading, research, and work on assessments (roughly 13 hours per week). **Please note that this is a rough guideline only.** Some students will find they need to do more, and students aiming for high grades will almost certainly need to do more.– i.e. in the case of JAPA 112, 12 hours of private study outside class time.

- a) Students are expected to attend 5 hours of tuition per week.
- b) If a student's progress is not satisfactory despite spending a large amount of time on study, the Course Coordinator should be consulted. Students should feel free to consult the Course Coordinator at any time with any queries.
- c) Students are expected to organize themselves to practice Japanese conversation with their classmates or Japanese native speakers for at least one hour per week. This additional effort outside of class time is crucial for students to become fluent in speaking Japanese.

## Assessment

This course is internally assessed. Assessment covers all four skills of reading, writing, listening and speaking. Tests are given throughout the course to enable the Course Coordinator and students to monitor progress in language acquisition. Marking criteria for each assessment item will be placed on Blackboard.

Assessment items and workload per item	%	CLO(s)	Due date
<b>1</b> 6 Online Vocabulary Quizzes (via Blackboard approx. 5-10minutes) 6 x 1% Vocabulary quizzes are held regularly to help students prepare in advance for classes and assist in the retention of new vocabulary items.	6%	1, 2	24 July, 31 July, 7 Aug, 11 Sept, 18 Sept, 2 Oct
<b>2</b> 6 Online Kanji Quizzes (via Blackboard approx. 5-10minutes) 6 x 1% Kanji quizzes are held regularly to help students prepare in advance for classes and assist in the retention of Kanji previously learnt.	6%	2	24 July, 31 July, 7 Aug, 11 Sept, 18 Sept, 2 Oct
<b>3</b> 6 Kanji Tests (approx. 5-10 minutes, in class) 6 x 2% These are designed to assist student's memorization and handwriting of Japanese script.	12%	2	26 July, 2 Aug, 9 Aug, 13 Sept, 20 Sept, 4 Oct
<b>4</b> Written Progress Test (1 hour) The Progress Test consists of a one-hour written test and focuses on grammar learnt in Lessons 7-9. It is assumed, however, that students will know the vocabulary and kanji from previous lessons.	22%	2, 3, 4	17 Aug

5	Listening Progress Test (15-20 minutes) Focuses on grammar learnt in Lessons 7-9.	10%	1	17 Aug
6	Oral Presentation (approx 10 minutes) (details will be given in class)	10%	1	Week Ten
7	Listening Final Test (15-20 minutes) Focuses on grammar learnt in Lessons 10-12.	10%	1	5 Oct
8	Written Final Test (1 hour) The Final Test consists of a one-hour written test and focuses on grammar learnt in Lessons 10-12. It is assumed, however, that students will know the vocabulary and kanji from previous lessons.	24%	2, 3, 4	12 Oct

The test and quiz dates are written on the attached course schedule. Vocabulary/script quizzes will be conducted on line via Blackboard. Listening tests and written tests will be conducted during lecture time, while kanji tests will be held during tutorial times. Individual times for the oral presentation will be advised later.

### Submission and return of work

Students will be able to submit assignments to the Japanese drop-box at the SLC Office on the 6<sup>th</sup> floor of von Zedlitz, and collect marked work from the SLC Office between the hours of 10am and 2pm each day. A Student ID card will need to be shown to collect work.

### Extensions and penalties

#### Extensions

Extensions may be given in certain circumstances. Students must apply for an extension by contacting the course coordinator before the due date of a piece of assessment.

#### Penalties

- If a student is unable to sit a quiz or a test due to illness or other extraordinary circumstances the course coordinator must be contacted. Evidence such as a medical certificate must be provided as soon as possible in order to avoid a penalty.
- If prior notification of absence is not received, the piece of assessment missed will receive a nil mark. No make-up tests will be offered.
- Students caught cheating in any form will be listed on the University Academic Misconduct register and will be dealt with according to the University's plagiarism and academic misconduct guidelines.

### Set texts

*Genki I: An Integrated Course in Elementary Japanese*, Second Edition, Japan Times

*Genki I: An Integrated Course in Elementary Japanese Workbook*, Second Edition, Japan 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

CDs that accompany the *Genki I* textbook.

### 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. 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

Student feedback from 2015 has been thoroughly reviewed. Any key changes will be discussed, as well as opportunities for improvement, with students in the first lecture. It should be noted that, in line with this feedback, every effort has been made to spread out assessments over the duration of the course so as to alleviate some of the workload.

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)

### 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).

### 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)
- 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)
- Special passes: refer to the *Assessment Handbook*, at [www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf](http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf)
- 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)
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- 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)

Course programme

JAPA 112 TENTATIVE OUTLINE OF COURSE CONTENT 2016

Week	Lecture 月曜日	Tutorials 火曜日	Lecture 水曜日	Tutorials (AVs) 金曜日	Blackboard Online Quiz
<b>wk 1</b> 11 July	Introduction	<b>(No tutorial in 1st week)</b>	Genki L7	<b>(No tutorial in 1st week)</b>	
<b>wk 2</b> 18 July	Genki L7	Genki L7	Genki L7	Genki L7	Online V. Q. L7 Due Online K. Q. L7 Due
<b>wk 3</b> 25 July	Genki L8	Genki L7/8  <b>Kanji Test L7</b>	Genki L8	Genki L8	Online V. Q. L8 Due Online K. Q. L8 Due
<b>wk 4</b> 1 August	Genki L8	Genki L8/9  <b>Kanji Test L8</b>	Genki L8/9	Genki L8	Online V. Q. L9 Due Online K. Q. L9 Due
<b>wk 5</b> 8 August	Genki L9	Genki L8/9  <b>Kanji Test L9</b>	Genki L9	Genki L9	
<b>wk 6</b> 15 August	Revision	Genki L9	<b>Progress Test L7-9 on 17 Aug</b>	Genki L9	
<b>MID TRIMESTER BREAK: 22 August to 4 September 2016</b>					
<b>wk 7</b> 5 Sept	Genki L10	Genki L10	Genki L10	Genki L10 <b>Oral Presentation Draft Due on 12 Sep</b>	Online V. Q. L10 Due Online K. Q. L10 Due
<b>wk 8</b> 12 Sept	Genki L10	Genki L10/11  <b>Kanji Test L10</b>	Genki L11	Genki L10	Online V. Q. L11 Due Online K. Q. L11 Due
<b>wk 9</b> 19 Sept	Genki L11	Genki L11  <b>Kanji Test L11</b>	Genki L11	Genki L11	
<b>wk 10</b> 26 Sept	Genki L12	Genki L11/12	<b>Oral Presentation (No lecture)</b>	<b>Oral Presentation (No tutorials)</b>	Online V. Q. L12 Due Online K. Q. L12 Due
<b>wk 11</b> 3 October	Genki L12	Genki L12  <b>Kanji Test L12</b>	Genki L12 <b>Final Listening Test L10-12 on 5 Oct</b>	Genki L12	
<b>wk 12</b> 10 October	Revision	Genki L12	<b>Final Test L10-12 on 12 Oct</b>	Last tutorial of the year.	

Online V.Q. = Online Vocab Quiz  
Online K.Q. = Online Kanji Quiz