

Elementary Japanese I (JAPN 1001)

Required Textbook & Course Materials

1. JAPN1001 textbook (PDF files) (available at T-Square now)
2. JAPN1001 homework sheets and vocabulary lists (for vocabulary tests) (The links to Hiragana HW and Katakana HW are available at our T-Square site now. Other homework sheets: to be uploaded later.)
3. Task sheets (distributed in class over the course of the semester)
4. Additional materials for JAPN1001 (to be uploaded to T-Square)

T-Square Portal Site: <https://t-square.gatech.edu/portal>

You should download the textbook from our T-Square site and print them. Some homework sheets (e.g. Hiragana HW, Katakana HW) are already available at T-Square and other HW sheets will be uploaded later. You must download and print them before you complete the homework. Starting L3, there will be vocabulary tests usually at the beginning of our coverage of the chapter. The vocabulary lists for these vocabulary tests will be uploaded later. Many of the materials used in class will be also uploaded after class so that you can review what you studied with them. The links to the online practice pages will be also uploaded later. Every time we upload a file or post an announcement, you will receive a notification via email. Make sure to check email at least a few times a day so that you won't miss any important information.

In addition, we will be using a lot of task sheets to practice speaking Japanese in class. These task sheets will be distributed throughout the semester. In order to cover the cost of photocopying these printed materials, we will be collecting a **\$20** fee at the end of the week 1. Be sure to bring **exact change (cash only)**.

Course Description and Goals

This is the first of two courses in beginning Japanese. This class is for those who have not studied Japanese previously. **If you have studied Japanese in any way before or if you have lived in an environment where Japanese is spoken, you MUST first our online placement test at the following site and follow its recommendation:**

Online Placement Test Site: <http://japanese.gatech.edu/online/jpn-placement.html>

This class will be taught on the assumption that you have done your preparation, as indicated under 'Preparation at Home' column of our schedule. The instructor will not discuss grammar in English unless additional grammar structures or additional usages (i.e. grammar structures or usages NOT in the textbook) are introduced. Therefore, **it is IMPERATIVE that you do your preparations** (e.g. studying the dialogue(s) and/or Grammar Notes and memorizing the vocabulary) **before you come to class.** **If you have any questions after reading the specified parts of the textbook, you should ask them either at the beginning or at the end of the class period.**

Although the main emphasis is on the development of aural-oral skills in Japanese, activities aimed at developing basic reading and writing skills are also incorporated into the daily lessons. At the end of the semester, among other things, students are expected to be able to:

1. Exchange greetings in Japanese, introduce themselves and respond to introductions, and engage in brief conversations in Japanese;
2. Carry out simple conversations on topics related to everyday situations (e.g. finding out the identities of objects in the environment, describing the locations of objects, indicating what you will be doing in the near future, describing your habitual/routine actions, etc.), using basic vocabulary and structural patterns.
3. Read and write short passages written in hiragana, katakana, and about 25 kanji.

ML PERFORMANCE GOAL #1: PROFESSIONAL COMMUNICATION	
ML Learning Outcome 1 : Demonstrate oral and aural proficiency in the target language	JAPN 1001: Students will demonstrate oral proficiency on limited topics at the Novice Mid/High level on the ACTFL scale in a 8- to 10-minute oral interview.
ML Learning Outcome 2: Demonstrate effective presentation skills in the target language	JAPN 1001: Students will demonstrate the ability to present a 1- to 2-minute skit.
ML Learning Outcome 3: Demonstrate writing proficiency in the target language	JAPN 1001: Students will demonstrate writing proficiency by writing a script for a short skit.
ML Learning Outcome 4: Demonstrate proficiency in comprehension of authentic written texts in the target language	N/A
ML PERFORMANCE GOAL #2: INTERCULTURAL SKILLS AND KNOWLEDGE	
ML Learning Outcome 5: Demonstrate in-depth knowledge of a <i>specific</i> target-language country or region.	N/A
ML Learning Outcome 6: Demonstrate the ability to analyze an issue from target-culture perspective(s)	N/A
ML Learning Outcome 7: Demonstrate critical reflection on cultural complexity and context	N/A

Strategy for Success in Foreign Language Learning

Foreign language learning is a **cumulative and time-consuming process**. Successful foreign language learning requires a **steady study habit**. In addition to doing what is mentioned as the necessary preparation in the schedule, **you should constantly review what you learned and practice them so that you will be able to use it without thinking**. The worst study habit is to cram several days' (or weeks') material in one day, like the day before the tests and exams. If you cram everything in a short period of time instead of constantly reviewing and practicing the materials over a long period of time, you will forget what you memorized very quickly. Since language learning is a cumulative process, you will not be able to make a progress in learning a foreign language if you quickly forget what you have studied. Therefore, you should spend a little time studying Japanese every day. **Make sure that no day passes without studying Japanese for at least one half hour to 45 minutes**.

Attendance & Class Participation

In JAPN1001 you are expected to

1. **do things indicated under the 'Preparation at Home' column** of the schedule **before** you come to **class**
2. **attend every class** meeting and **actively participate** in all class activities
3. **review** the materials you learned in each class meeting and engage in **additional practices to internalize** them
4. **complete** all **homework assignments** and **submit** them in class **on time**

Your class participation and performance will be graded daily based on the following scale:

- 10 = high degree of both active participation and preparedness
- 9 = moderate degree of active participation and high degree of preparedness
- 8 = moderate degree of both active participation and preparedness
- 7 = low degree of active participation and preparation
- 0 = no participation in class activities

In order to be considered as an active participant in JAPN1001, it is **not enough** to simply follow the instructor's direction and do classroom activities. If you want to be considered to have actively participated in our class, you must **volunteer to share your responses** when the instructor asks for volunteers. You will be judged to be highly prepared if your classroom performance indicates that you have read the textbook and memorized vocabulary, practiced new grammatical patterns/conjugation, practiced reading and writing hiragana/katakana, etc. well.

If you engage in activities which indicate your **inattention or non-participation** in our classroom activities (e.g. falling asleep, chatting with your classmate(s), text-messaging with your friend(s), doing homework, reading newspapers and/or (text)books, etc.), you will receive **a score of 6 or below**. What score you receive depends on the severity of the problematic behavior.

In order to maximize your opportunities to speak in Japanese, **you are allowed to speak only in Japanese in class** unless indicated otherwise by your instructor. You will learn how to ask the meaning of a word/phrase in Japanese, so use Japanese to do so. If you want something to be explained in English, ask a question at the beginning or end of the class period, or send an email to the instructor.

To make full use of class activity time, you **should not open the textbook nor talk to other students** unless otherwise instructed. You **are not allowed to use your computers in class**. Failure to comply with this will result in lowering your class performance grades.

Homework

There will be a variety of homework assignments in JAPN1001. The due dates are indicated on our course schedule. In addition, additional assignments may be given, if necessary. We will collect and return homework at the beginning of the class. Only the homework turned in on time will receive credit. If you turn in your homework on time, your grades on homework depends on how well you were able to answer the questions.

NO CREDIT WILL BE GIVEN FOR ANY HOMEWORK TURNED IN LATE. If you know that you will have to miss a class when homework is due, you can complete your homework and submit it EARLY. If you became unable to turn in your homework unexpectedly (e.g. due to illness/injury), contact your instructor as soon as possible (i.e. within the same day) AND consider the following alternative ways of delivering your homework:

1. If there is someone else (e.g. your roommate, friend, classmate) who can turn in your homework on your behalf, ask him/her to take it to class or our office.
2. If there is no one you can ask to turn in your homework on your behalf, but if you have access to a scanner, you can scan the completed homework, paste the image on to a word document, and send it by email.
3. If you don't have access to scanner but if you can use fax, fax your completed homework to 404-385-7335.

If you cannot turn in your homework in time, you should explain the reason in detail. Your instructor will make a final decision whether your late homework can receive credit or not. Please note that the following are a few examples, which are **not** considered as legitimate excuses:

1. I did the homework but forgot to turn it in.
2. I did the homework. It is in my folder, but I forgot to bring it to class today. Can I go get it and bring it to you next time?
3. I came in after the homework was collected. There was no call for homework then.
4. I didn't know the homework was due today.
5. I lost my course schedule.
6. I was too busy working on an assignment/project or studying for an exam for another class.

Please note that **all homework assignments in JAPN1001 have to be INDIVIDUAL and INDEPENDENT products**. You are **NOT** permitted to work with your classmate(s) or others to come up with your answers unless you are instructed to work with your classmate(s) by your instructor.

Final Grade Breakdown

* Breakdown percentages are subject to change.

Attendance, Class Participation & Performance	30%*
Grammar Homework	13.5%*
Hiragana & Katakana Homework	4.5%*
Vocabulary Tests	6.5%*
Exams 1-5 (50-minute written exams)	15%*
Katakana & Kanji Tests	2%*
Listening Tests	2%*
Skit	2.5%*
Oral Interview	6%*
Final Exam (including Listening Components)	18%*

Please note that although the primary focus of a chapter test is on the materials in the new lesson, which we just covered, grammatical structures and vocabulary learned in earlier lessons will also be used and you have to be able to understand and use them. The final exam is completely cumulative.

In JAPN1001 you will be asked to create a skit with one of your classmates and perform them in front of the class during the semester. The requirements for this skit will be explained later in class. Before you will memorize your skit, you will be asked to come to the instructor with your script. He will go through your script with you and correct any misstates and/or inappropriate part(s). After you receive an OK, you will practice your skit with your partner many times so that you can perform your skit correctly and fluently without even glancing at the script. Any attempt to look at the script will significantly lower your grade on this requirement.

Class Policies

1. ATTENDANCE and LATE ARRIVALS

You are allowed to take **four (4) absences without questions**. You might use them when you cannot come to class because you are sick or have to go to a job interview or conference. You will get **zero (0) points** for any class session you miss **after your 4th absence**. You are also expected to come to class on time. If you come to class late by more than 10 minutes, you will receive a penalty on your attendance/participation/performance score. The severity of the penalty depends on how late you come in.

In JAPN1001 a good attendance record will be honored with extra credit:

- 0 absences throughout the semester → **2** extra points
- 1 absence in the semester → **1.5** extra points
- 2 absences in the semester → **1** extra point
- 3 absences in the semester → **0.5** extra point
- 4 absences in the semester → **no** extra point

Switching sections is **NOT** permitted without a prior approval from your instructor. It will be allowed only in the following special cases:

- a. When you have a time conflict with another course one day of the week. (Bring an official written document verifying the time conflict.)
- b. When you cannot attend the section you are registered for because of a sudden (but one time only) schedule change made by your instructor from another class. (Bring a letter from your instructor or have him/her e-mail us to verify this change.)

If you will be absent because of participation in **approved Institute activities** such as class field trips and athletic events, you must **submit a written proof of your participation before the day of your absence**. If you will be absent because of other legitimate reasons (e.g. job interview, jury duty, illness), submit a document to verify the circumstances (e.g. a notice of job interview, jury duty summons, doctor's note/receipt from the clinic) as soon as possible. **In any event, if you have to miss a class unexpectedly and if you have a legitimate reason, you should contact the instructor as soon as possible (within the same day).**

2. MISSING TESTS

If you have to miss a test due to predetermined circumstances, notify the instructor **before** it happens. With **prior notification** with an **acceptable written proof** that explains why your missing it was genuinely necessary, you may be able to reschedule the test without penalty. **Without any prior notification and written proof, there will be no makeup test given.** Regardless of the circumstances, a student who wants to reschedule the test must take a make-up test **before the graded tests are returned to the rest of the class.**

The following are examples of legitimate excuses and written proof:

- a. I had a medical emergency. (Bring a doctor's note.)
- b. I had a family emergency (e.g. a death in the family). (Bring a proof such as an obituary.)
- c. I had a major accident or a disaster. (For a traffic accident, bring the police report.)
- d. I had a job interview. (Bring the proof of attending the interview.)

- e. I had to participate in an approved Institute event. (Bring a letter from the supervising faculty or official of the event.)

The following are examples of excuses we will **NOT** accept.

- a. I was too busy with the requirements of my other courses, my job, etc.
- b. I want to maintain a good GPA.
- c. If I don't get a higher grade, I will lose my scholarship or I will be forced out of school.
- d. I didn't know that this requirement existed.
- e. I lost my course schedule.
- f. I forgot to tell you that I had a preplanned trip on the day I missed my class.
- g. I am from another school and the grading policies were different there.

3. "I" GRADE

Students who were doing satisfactory work, but for nonacademic reasons beyond their control cannot meet the full requirements of the course may be assigned an "I" grade. Please see the Student Handbook and/or the Registrar's Website ([http://www.HYPERLINK "http://www.registrar.gatech.edu/students/igrades.php"](http://www.hyperlinkhttp://www.registrar.gatech.edu/students/igrades.php) <http://www.registrar.gatech.edu/students/igrades.php>) for acceptable reasons for seeking an "I" grade. Students who were doing poorly or lack more than a small portion of the requirements **cannot** be assigned an "I" grade. Students must provide documentation explaining the nonacademic reasons, which prevent him/her from meeting the full requirements. Students have to complete the remaining requirement(s) and have the "I" grade removed **within the semester immediately following the one in which the "I" grade is given**. Otherwise, the "I" grade will change to an "F".

Academic Integrity and Honor Code

Students in this class are expected to abide by the Georgia Tech Student Code of Conduct and Honor Code and avoid any instances of academic misconduct, including but not limited to:

1. Possessing, using, or exchanging improperly acquired written or oral information in the preparation of a paper or for an exam.
2. Substitution of material that is wholly or substantially identical to that created or published by another individual or individuals.
3. False claims of performance or work that has been submitted by the student.

See the Student Handbook and the Dean of Student Students' Website

(<http://www.honor.gatech.edu/plugins/content/index.php?id=9>) for more information on academic misconduct and the Honor Code. We will take a strong action if we find any instance of academic misconduct.

If you cannot accept all of the policies above, please withdraw from this course. If you accept the policies, please sign the student information form and return it to the instructor. Once the final grade is issued, we will not change it unless there are computational errors. If you are having difficulties with the class requirements or missing many of the requirements, please come to see us as soon as possible. Do not wait until it's too late.