

JAPN1002: Elementary Japanese II

Instructor(s)

XXXXXX (E-mail: xxxx.xxxx@modlangs.gatech.edu)

Office: Swann xxx (Phone: 404-385-xxxx)

Office Hours: Mon.: x:xx-x:xx

Tue.: x:xx-x:xx

Wed.: x:xx-x:xx

Thu.: x:xx-x:xx

Fri.: x:xx-x:xx

or

by appointment

The entrances to Swann Building is automatically locked at 5:00pm, if you come to Swann Building after 5:00pm, call 404-385-xxxx from outside the building. Please note that the entrance on Cherry Street side is ALWAYS locked. Use the entrance on Savant Building side.)

Required Textbook & Course Materials

1. JAPN1002 textbook (available at the JAPN1002 site on T-Square for downloading)
2. Vocab Lists (for Vocab Tests) and JAPN1002 Kanji Sheets (available for downloading at the JAPN1002 T-Square site for downloading)
3. Kanji Homework (Kanji HW) and Grammar Homework (Gr HW) (available for downloading at the JAPN2001 T-Square site)
4. Task Sheets (distributed in class throughout the semester)
5. Additional materials for JAPN1002 (uploaded to T-Square later)

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

We will be using T-Square to post announcements to distribute various materials, etc. Therefore, **you should log into T-Square and check our course site DAILY.** Whenever something is uploaded or some message is posted at our T-Square site, you will receive a notification by email. Therefore, **you should check email AT LEAST TWICE A DAY.**

Course Description and Goals

JAPN1002 is the continuation of our beginning-level Japanese language class. **If you have not successfully completed JAPN1001 at GA Tech, you must first take our online placement test at**

<http://japanese.gatech.edu/online/jpn-placement.html>

and follow its recommendation.

In JAPN1002 the instructor will NOT explain grammar in English in class. **Therefore, it is imperative that students prepare themselves for each class period by following the instruction indicated under 'Preparation at Home' column of our schedule.** In order to maximize the exposure to Japanese, the class will be conducted in Japanese. **If you have any questions, you should ask them either at the beginning or at the end of the class period.** If you want to find out the meaning of Japanese word(s) or Japanese word(s) for particular English word(s), you should ask in Japanese. (You already learned how to ask these things in Japanese in JAPN1001!)

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. Our goals are:

1. To continue learning basic structural patterns and vocabulary necessary to conduct simple everyday-life conversations.
2. To increase familiarity with Japanese culture and Japanese behavior.
3. To become able to carry out simple conversations on topics related to everyday situations (e.g. describing daily routines and events/activities in the past, expressing likes and dislikes, making comparisons and requests, inviting others to do something together and responding to invitations, asking and giving explanations, talking about family, describing physical appearance and skills, etc.)
4. To develop an understanding of Kanji, and learn how to read and write short passages written in hiragana, katakana, and basic kanji. (81 new kanji will be introduced in JAPN1002.)

ML PERFORMANCE GOAL #1: PROFESSIONAL COMMUNICATION	
ML Learning Outcome 1 : Demonstrate oral and aural proficiency in the target language	JAPN 1002: 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 1002: 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 1002: 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

The study of a foreign language is quite different from that of subjects like history, geography and math. In language studies, in addition to understanding the vocabulary and grammar of the language you are studying, you are expected to become able to actually communicate in that language. Foreign language learning is **a cumulative and time-consuming process**. Successful foreign language learning requires **a steady study habit**. **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 exam. 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 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 JAPN1002 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
3. 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 JAPN1002, 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, checking email or viewing Web sites, 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. **If you are found speaking in English or any language other than Japanese during the class period, such an incident will negatively affect your final grade.**

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 one kanji homework and two grammar homework assignments for each chapter covered in JAPN1002. All due dates are indicated in our course schedule (i.e. the right-hand column). **We will collect homework at the beginning of the class. Only the homework which is turned in on time will receive credit.**

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 submit your homework using one of the following alternative ways:

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 by the deadline, 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 bring it or turn it in.
2. I came in after the homework was collected. There was no call for homework then.
3. I didn't know the homework was due today.
4. I lost my course schedule.
5. I couldn't do my homework because I lost my homework sheet(s).
6. I was too busy working on an assignment/project for another class.

Please note that **ALL HOMEWORK IN JAPN1002 MUST BE INDIVIDUAL AND INDEPENDENT PRODUCT.** You are **NOT** permitted to work with your classmate(s) or others to come up with your answers. **ANY ATTEMPT TO COPY SOMEONE ELSE'S ANSWER(S) AND/OR LET SOMEONE COPY YOURS WILL BE CONSIDERED AS A VIOLATION OF GA TECH HONOR CODE!**

Final Grade Breakdown

Attendance, Class Participation & Performance	25%*
Grammar Homework	15%*
Kanji Homework	5%*
Vocab Tests	4.5%*
Chapter Tests	15%*
Listening Tests	2.5%*
Kanji Tests	2.5%*
Verb Conjugation Checks (using Verb Cards)	3%*
Skit	4%*
Oral Interview	6%*
Final Exam (including Listening Components)	17.5%*

* The breakdown percentages are subject to change.

Please note that although the primary focus of a chapter test is on the materials in the new lesson we just covered, grammatical structures and vocabulary learned in earlier lessons will also be used because language learning is a cumulative process. The final exam is also cumulative.

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 academic 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 participation/performance score. The severity of the penalty depends on how late you come in.

In JAPN1002 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. If 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 you are going to participate 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 which can 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.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 has 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.

As mentioned earlier, **ALL HOMEWORK IN JAPN1002 MUST BE INDIVIDUAL AND INDEPENDENT PRODUCT.** You are **NOT** permitted to work with your classmate(s) or others to come up with your answers. **ANY ATTEMPT TO COPY SOMEONE ELSE'S ANSWER(S) AND/OR LET SOMEONE COPY YOURS WILL BE CONSIDERED AS A VIOLATION OF GA TECH HONOR CODE!**

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.