Instructor: Anne Matsumoto Stewart   E-mail: astewart@bellevuecollege.edu
Office Hours: 12:30-1:30 daily or by appt.   Office: A245-C

The course goal is to provide students a foundation of four skills: listening, speaking, reading and writing (beginning level) Japanese. By the completion of the course, students will be able to do the following in Japanese:

1) Use appropriate greeting phrases
2) Introduce oneself
3) Ask and tell time
4) Shop
5) Explain one’s daily schedule
6) Describe where things are
7) Read and write hiragana characters and read katakana characters

Textbook and Supplementary Materials

Required: 1) An Integrated Course in Elementary Japanese, Genki Vol. 1 (Lessons 1 - 4) 2) Genki Workbook 1
Optional: Kodansha’s Hiragana Workbook (available February) Kodansha’s Katakana Workbook (available February)

Study Aids: 1) Log onto My Classes on MyBCC with your network user name and password for helpful study aids such as audio files, workbook answer sheets, lecture notes and links to the self-study website for Genki learners. You can do this at the Library Media Center, Computer Lab (N250) or Language Lab (A244).
2) You may visit the Tutoring Center (D204) for extra practice in Japanese. Please inquire in person or visit www.bellevuecollege.edu/tutoring for group tutoring schedule or to request a one-on-one tutor.

Study Tips

1. Set a study schedule / routine and stick to it.
2. Log onto MyBCC / My Classes and listen to the audio files. These are not for passive listening, so don’t be shy about speaking up. You won’t learn to pronounce Japanese correctly by reading quietly to yourself. Practice with the audio files as often as possible. The more you practice speaking, the faster you will become a better speaker.
3. Take breaks. You will learn far more in 3 sessions of 12 minutes (with 5 min. breaks in between) than you will in a single 50 min. marathon.
4. Don’t be shy about asking questions. We all appreciate and learn from each other’s questions.

Course Requirements

Attendance: You are expected to attend classes every day on time. Rolls are called daily at the beginning of the class. If you come to class late (or leave early), it will count as one absence. However, attending a class late is better than not attending at all. If you miss a class, it is your responsibility to obtain information missed during your absence. Also remember to sign up for the emergency school closure notification at the following address: https://bellevuecollege.edu/alerts/LogIn.aspx If school is closed, check MyClasses on MyBCC for any possible announcements from your instructor.

Participation: Attend each class ready to work in Japanese. Daily review outside of class is essential for active participation in class. Bring your textbook and workbook to class and participate actively in class work. Asking relevant questions is encouraged. Don’t be shy,
because others may benefit from your question. Don’t be afraid to make mistakes. Remember we all learn from each other’s mistakes.

Tests: We will have a Chapter Test at the end of Lesson 1, Lesson 2 and Lesson 3. (Lesson 4 will be included as a part of the Final Exam) Please see the class schedule for the test dates. Each test will be approximately 50 minutes long. On the day of the test, please also turn in your self-corrected Workbook for that lesson.

Quizzes: We will have at least five quizzes: A hiragana quiz, a katakana quiz, and three Lesson 4 Vocabulary quizzes. See the schedule for quiz dates. If more than five quizzes are given, they will be announced in advance.

No Test or Quiz Make-ups will be given for any reason, except for an official BCC competition/event/activity requiring your presence, or emergencies such as a death in the family (including your pet) or serious illness.

Homework assignments: Turn in completed, self-corrected Workbook pages on test days. To correct your work, refer to the “Genki Workbook Answers” posted on My Classes on MyBCC. Don’t wait until the last minute to do your workbook. You cannot “cram” for this class. Learning a language is acquiring a new skill, so daily review is highly recommended.

Oral Presentation: Each student will give a short oral presentation towards the end of the quarter. More information will be given later.

Final Exam: The final exam is comprehensive, from Lesson 1 through Lesson 4. Final exam time may not be the same time as the usual class time, so please check your schedule.

**Grading Scale:**

<table>
<thead>
<tr>
<th>Score</th>
<th>Grade</th>
<th>% of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>100-94</td>
<td>A</td>
<td>Final course grade will be based on the following:</td>
</tr>
<tr>
<td>93-90</td>
<td>A-</td>
<td>30% Attendance/Participation</td>
</tr>
<tr>
<td>89-87</td>
<td>B+</td>
<td>30% Tests (20%) and Quizzes (10%)</td>
</tr>
<tr>
<td>86-83</td>
<td>B</td>
<td>10% Homework assignments</td>
</tr>
<tr>
<td>82-80</td>
<td>B-</td>
<td>10% Oral Presentation</td>
</tr>
<tr>
<td>79-77</td>
<td>C+</td>
<td>20% Final Exam</td>
</tr>
<tr>
<td>76-73</td>
<td>C</td>
<td></td>
</tr>
<tr>
<td>72-70</td>
<td>C-</td>
<td></td>
</tr>
<tr>
<td>69-67</td>
<td>D+</td>
<td></td>
</tr>
<tr>
<td>66-60</td>
<td>D</td>
<td></td>
</tr>
<tr>
<td>59 and below</td>
<td>F</td>
<td></td>
</tr>
</tbody>
</table>

**Academic Conduct**

Please refer to the Arts & Humanities Division policy. The website is: www.bellevuecollege.edu/ArtsHum/studentinfo.asp

**Information on DSS**

If you require accommodations based on a documented disability, have medical information to share, or need special arrangements in case of emergency evacuation, please inform your instructor at the beginning of the quarter, and call (425) 564-2498 or go in person to the DSS (Disability Support Services) reception area in the Student Services Building to inquire about becoming a DSS student.