

BELLEVUE COLLEGE

Japanese I (JAPN 121.Section C, Item 1477) Course Syllabus

Spring 2013

Daily (M-F), 12:30 - 1:20 PM, Classroom: A243

Instructor: Yuko Hanamure-Stalter

Office: A245-B

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Office Hour: By appointment only

Phone: (425) 564-4176 ... I am hardly in the office but can check voicemails from outside. Leave a voicemail or email me when you need to get in touch with me.

Course Objectives:

The course goal is to provide a foundation that will enable students to develop four skills in Japanese: listening, speaking, reading, and writing. The topics covered in Japanese I are the following:

1. Learn HIRAGANA characters and KATAKANA characters
2. Exchange greetings
3. Introduce oneself
4. Numbers – Ask and tell time, telephone numbers, prices and age.
5. Talk about daily activities
6. Talk about past activities
7. Describe location of things

Textbook: (We cover **LESSON 1 through 4** this quarter)

1. *An Integrated Course in Elementary Japanese, Genki vol. I*, Japan Times 2011
2. *Genki Workbook Vol. I*, Japan Times 2011
3. *HIRAGANA Workbook*, Kodansha International 2008
4. *KATAKANA Workbook*, Kodansha International 2008

GENKI Workbook:

Please make it habit to regularly do the *Genki Workbook* for review. Some homework will be assigned from the workbook for you to submit. Right before each LESSON TEST, the **workbook answers will be posted at our class site** for you to be better prepared for the test.

Handouts:

All the handouts will be posted at our **CANVAS Class Site** : <https://bc.instructure.com> It is YOUR RESPONSIBILITY to print out **all the handouts** and have them ready for each class.

Oral Tests:

We will have one or two oral tests to assess your speaking ability. The dates and contents of each oral test will be announced later.

Lesson Tests:

Lesson Tests are given at the end of Lesson 1, 2, and 3. The content of Lesson 4 will be included in the Final Exam. Please refer to the updated course schedule for the test dates. Please use a PENCIL and eraser for your test and not a pen. **ABSOLUTELY NO MAKE UP** for Lesson Tests, except for special cases. Refer to below for "**Make-up Policy**".

Quizzes:

We will have Hiragana Quiz and Katakana Quiz throughout the quarter. Refer to the Course Schedule for quiz dates. Other small quizzes may be given with a prior notice. Please keep in mind that when you are late for class you will miss quiz. **There is no make up** for quiz except for special cases. Refer to below for "**Make-up Policy**".

Make-up Policy (Test & Quiz)

100% Make-up allowed in the following cases:

[Case 1] You have to miss a test/quiz day for an inevitable reason and made a make-up arrangement with the instructor beforehand.

[Case 2] (1) An emergency occurred, AND

(2) You emailed the instructor within 5 hours since the time class ended, AND

(3) You provided the instructor a document/proof of emergency (doctor's note, photo of car accident, etc.)

90% Make-up allowed in the following case:

[Case 3] (1) An emergency occurred, AND

(2) You emailed the instructor within 5 hours since the time class ended, AND

(3) But you couldn't provide any document/proof of emergency (doctor's note, photo of car accident, etc.)

NO Make-up allowed other than three cases above.

Final Exam:

Final Exam is scheduled on **Wednesday, June 12** from **11:30 to 1:20 PM** in our usual classroom. Please keep in mind that the Final Exam is from **11:30 AM**, different from our usual class time, which is 12:30. Final Exam is comprehensive, covering everything from Lesson 1 to Lesson 4.

Attendance:

Students are expected to attend every class meeting on time. Rolls are called at the beginning of the class. **Missing one day of class will easily put you behind.** When you come late or leave early, it will penalize your Attendance/Participation points. **Be in class on time = 1 point; Tardy = 0.5 point; Leave early = 0.5 point** regardless of the reason, unless the student suddenly feels seriously ill or an emergency occurs. When you are absent, it is YOUR RESPONSIBILITY to find out what you missed from your classmates or at our class site.

Homework:

All homework must be submitted **AT THE BEGINNING OF THE CLASS**. When you are late for class, do not forget to hand in your homework as soon as you come in. **DO NOT DO YOUR HOMEWORK IN CLASS**. When I find you doing your homework in class, you will receive "zero credit" on the homework.

When you are absent and NOTIFIED ME OF YOUR ABSENCE on the same day that you are absent, only then you still get a full-credit for your homework if you submit it on the day you return to class.

All homework will be graded on CREDIT BASES.

Completed and submitted at the beginning of the class ... Full credit

Completed and submitted after class ... Half credit

Completed and submitted next day ... Half credit

Completed and submitted **two (2) or more** class-meetings later than the due date ... **NO credit**

Completed during the class time and submitted ... **NO credit**

Technology Support:

When you have trouble downloading documents at the CANVAS Class Site, try one of the following:

(1) Try a different browser. **Internet Explorer does NOT work** with CANVAS. Try **Firefox** or **Safari** instead.

(2) If you need help, send your questions to <https://bellevuecollege.edu/STSC>

(3) You could also visit the Computer Lab help desk in N250.

N250 Open Hours: Mon-Thurs 7am-9:30pm

Fri 7am-7pm

Sat/Sun 9am-6pm

(4) Call the Tech Support for students at 564-5555.

(5) You can also try the Technology Help Desk at : <http://depts.bellevuecollege.edu/helpdesk/students/canvas/>

Grading Criteria:

Attendance (49 class meeting days)	10%
Participation (In-class activities/worksheets)	10%
Lesson Tests (Lesson 1, 2 & 3)	30%
Quiz	15%
Homework	10%
Oral Test	10%
Final Exam	15%
	100%

Grading Scale:

%	Grade
95-100	A
94	
93	A-
92	
91	
90	
89	B+
88	
87	
86	B
85	
84	
83	
82	B-
81	
80	
79	C+
78	
77	

%	Grade
76	C
75	
74	
73	
72	C-
71	
70	
69	D+
68	
67	
66	D
65	
64	
63	
62	
61	
60	F
59	
0	

In-Class Rules:

1. No food and chewing gum will be allowed.
2. Do not play with your cell phone during class time. No phone calls or writing/reading text messages is allowed.
3. Do not sleep in class.
4. Do not wear sunglasses in class.
5. Do not leave classroom without the instructor's consent during class time.
6. Do not engage in idle talk during class time. When your talk is being a distraction the instructor will ask you to leave the classroom.

Key to Successful Language Learning:

1. Come to class regularly.
2. Participate in class.
3. Review what you learned in class and practice immediately after class.
4. Set up tutoring or study circles with friends.
5. Do your homework.

Policy on BC Student Accounts:

The college requires that all credit students have an official Bellevue College (BC) student e-mail account for the purpose of receiving official college communications which may include but is not limited to: campus security alerts, campus closures, Information Technology (IT) security alerts, financial aid notifications, enrollment and registration transactions or instructor messages.

After acceptance or re-application to the college, students will automatically be required to create their official BC Student e-mail account when they create a BC NetID via the college website. The college may block a student from registration access in future quarters if an official student e-mail account is not created. Bellevue College Employees who register for college credit classes are also required to create a BC student e-mail account.

The college will send all official administrative and instructional communications to credit students' BC student e-mail account. Please go to the following link for instructions: <http://bellevuecollege.edu/students/email/>

Affirmation of Inclusion:

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members and administrators are to treat one another with dignity and respect.

Academic Conduct:

Please refer to the Arts and Humanities Division policy at the following link:

www.bellevuecollege.edu/ArtsHum/studentinfo.asp

Student Code:

Cheating, stealing, and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College.

http://bellevuecollege.edu/policies/2/2050_Student_Code.asp

Examples of unacceptable behaviors include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College.

Disability Resource Center (DRC):

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 the DRC reception desk at (425) 564-2498 or go in person to the DRC office located in B132. Deaf students can reach the office by video phone at (425) 440-2025 or by TTY at (425) 564-4110. Please visit the website for application information into the program and other helpful links at www.bellevuecollege.edu/drc