

Japanese IV Course Syllabus

JAPN 221/222/223 (Fall 2013)

Instructor: **Judy Okada, Ph.D.**

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Office & Mailbox: **R230**

Office Hours: **By appointment only**

Class Hours and Location

Section A: **Daily (M-F)**

Time: **8:30~9:20 am**

Location: **D274A**

Section B: **Daily (M-F)**

Time: **12:30~1:20 pm**

Location: **A228**

Course Objectives

This course aims at the acquisition of the four basic skills (listening, speaking, reading, and writing) of modern Japanese. By the end of the course, students are expected to have a good grasp of the material presented in Lessons 13-16 of *Genki Vol. 2*, which include the following:

- 1) Describing abilities / what one can(not) do
- 2) Expressing visual impressions of something/someone
- 3) Discussing "trying to do something" to see what it's like
- 4) Expressing "wants" and "desires"
- 5) Making conjectures/guesses
- 6) Giving & receiving things
- 7) Giving suggestions & advice
- 8) Talking about future plans
- 9) Doing & receiving favors
- 10) Making polite & causal requests
- 11) Learning 48 new Kanji characters
- 12) Introduction to Japanese culture, where applicable

Texts and Supplemental Materials

Required: 1) *An Integrated Course in Elementary Japanese, Genki Volume II (2nd Ed.)*, The Japan Times, 2011.
2) *Genki Workbook II (2nd Ed.)*, The Japan Times, 2011.

*** Please bring the Textbook (#1 above) to class daily.**

Other Study Aids:

- 1) Our **CANVAS** site (<http://bellevuecollege.edu/canvas/>) provides **answer keys, lecture notes, review material** and **links to self-study sites**. Log on with your Username & Password (same as your BC e-mail) and select the Japanese course from the dropdown menu under "Courses" at the top of the screen. Contact the Technology Help desk at 564-4357 or <http://depts.bellevuecollege.edu/helpdesk/students/> if you have any problems.
- 2) **Free tutors** are available at the **Academic Success Center (D204)** for extra practice in Japanese. Go to: www.bellevuecollege.edu/asc/tutoring for details.

It is important that you check CANVAS and your BC e-mail account regularly. If class is canceled for any reason (such as weather), I will inform you through Canvas and e-mail, and give you the assignments for that day. There may be other important information and schedule changes sent to you, so be sure to check both daily! Sign-up for the **Emergency School Closure Notification** at: <https://bellevuecollege.edu/alerts>.

Course Requirements

Performance (Attendance & Participation)

Class attendance is mandatory, and will count toward your daily performance grade. Tardiness or leaving early will result in a deduction. If you miss a class, you are responsible for obtaining what you missed. Active participation is expected at all times, including taking notes, asking questions (very much encouraged!) and listening attentively. If you miss class, be sure to check Canvas for handouts, lecture notes, and announcements. You may receive partial credit for e-mailing me in advance for expected tardies/absences. **(If you send me an e-mail and do not receive a reply, assume I did not receive it and please re-send it.)**

Bring your **Textbook** and any relevant **printed task sheets** to class everyday. Don't be afraid to make mistakes or worry that your question may be a "dumb" one. Let me know if you have suggestions for improving the class. **Please turn off and put away cell phones. No texting, laptops, iPods, etc. in class.**

Homework

The "Daily Schedule" lists the homework assignments and when they are due. The right-most column lists what pages are due and when. Turn in all assignments at the beginning of class. Before you turn in your homework, be sure to **CHECK YOUR WORK and make corrections, using a different color pen.** Answer keys are posted on Canvas, under each lesson. **Do not erase your original answers**, as they will be valuable study aids for exams. (Don't just copy the answers down—think about your answers and ask me if you don't understand your mistake. Your answer may not be wrong!)

You will receive full credit as long as it is complete, and you have thoroughly checked your work. You will receive no credit for unchecked, incomplete or late work (half-credit if turned in late, but on or before the relevant lesson test).

The last page of each lesson in the WB is extra credit (thus optional).

Notes on Homework:

- 1) **Additional homework** may be assigned throughout the quarter. These will be announced in class as well as posted in the "Announcements" of Canvas. See the Genki website for additional practice and study tools for each lesson at: http://genki.japantimes.co.jp/self_en.
- 2) The **Listening Comprehension** exercises require use of the CD that comes with your workbook. Be sure to try accessing these files during the first week of class and let me know if you have problems.
- 3) **Procedures:** Don't wait until the last minute to do your homework. Turn in each assignment the following class day, or as soon as you complete one sheet (front & back). Each sheet in your Genki Workbook is perforated, so as soon as you finish both sides, **check your work**, tear-out and turn it in. If you prefer to keep your Workbook intact, feel free to write out your answers on a separate sheet of paper.

Work Outside of Class: In addition to doing the homework assignments, you should do 4~5 hours of outside study a week, reviewing what was covered in class, studying vocabulary and practicing Kanji. Meeting with a study partner/class-mate is highly encouraged. (Ask me for a cheap and efficient way to study vocabulary.)

Course Requirements (continued)

Exams

Lesson Tests are given at the end of each lesson. Each Test is cumulative, covering all material from the beginning but emphasizing the most recent lesson. There will be multiple **Quizzes** covering grammar and kanji (one lowest quiz score is dropped). There are also two **Oral Exams**: a self-introduction mid-quarter, and an interview/skit at the end. Other quizzes may be announced in class. The **Final Exam** will be given during the last week of class.

There are no make-ups for exams, unless you make arrangements with me prior to the test date. If you encounter unavoidable circumstances (e.g., illness, family emergency), e-mail me on or before the exam. You must make up all missed work within a week. Don't hesitate to talk to me if problems arise.

KANJI Learning

We will learn 48 new Kanji characters this quarter, and will regularly use the 145 we have already learned in Vol. 1. Knowing the readings and meanings is required. Learning to write is strongly encouraged, especially if you plan to continue Japanese at a 4-year institution.

Technology

You will need regular access to a computer, internet connection and a printer. In addition, you will need to be able to view Japanese websites and type Japanese characters on your computer. Please let me know if you need help with setting up your computer for Japanese. Resources are available on campus also. Computers are available at the Computer Lab (N250), Library Media Center (D126) and the Language Lab (A244). Printers are available at C105, Computer Lab (N250) and the Media Center (D126) on campus.

Also, for the first two weeks of the quarter, **Tech Café** is available to help us with any technological questions or issues. They are open from 9 am to 7 pm and located in A-265. For more information, see: <http://depts.bellevuecollege.edu/ir/news/tech-cafe-is-back/>

Grading

The grade breakdown is as follows:

A: 94-100%	B+: 87-89.9%	C+: 77-79.9%	D+: 67-69.9%
A-: 90-93.9%	B: 83-86.9%	C: 73-76.9%	D: 60-66.9%
	B-: 80-82.9%	C-: 70-72.9%	F: 59% & below

The Final Course Grade will be calculated based on the following scale:

Attendance/Participation	20%
Homework	15%
Quizzes (drop one lowest score)	15%
Lesson Tests (3)	25%
Oral Exams (2)	10%
Final Exam	15%

Class Cancellation due to Weather or Other Emergencies

Check for announcements at <http://bellevuecollege.edu/>. If our class is canceled, I will post home-study material and instructions on Canvas, and expect you to be fully caught-up when class resumes. Sign-up for the emergency school closure notification at: <https://bellevuecollege.edu/alerts/>.

CANVAS

Course sites are now available through Canvas (MyBC Course Sites are no longer available). Please go to <http://bellevuecollege.edu/canvas/>, log-in with your username & password (the same ones you sue for your BC e-mail), and select the Japanese course from the dropdown menu under “Courses” at the top of the screen. On this site, I will post various material, including Announcements, Syllabus, Course Schedule, Assignments, ClaSs Handouts, Homework Answers, and Review Material. The site will be edited and updated daily. You are re-quired to log onto Canvas regularly, and utilize the information and material available. If you experience any technical issues with the website, please contact the Technology Help Desk at 564-4357 or <http://depts.bellevuecollege.edu/helpdesk/student/>, and me.

Academic Conduct

Cheating is a serious offense, whether on homework or exams. Inappropriate/disruptive classroom behaviors are also violations of the Student Code of Conduct at Bellevue College. Refer to the Arts and Humanities Division Policy for details at: <http://www.bellevuecollege.edu/ArtsHum/policy.html>.

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 me during the first week of class, and call (425)-564-2498 (TTY: 564-4110) or go in person to the DRC (Disability Resource Center) in the LMC (Library Media Center: D125) to inquire about eligibility for accommodation, if you have not done so already. You can also visit: www.bellevuecollege.edu/drc.

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. For details, go to: <http://bellevuecollege.edu/about/college/inclusion/>.

Student Complaints

Should you have concerns about any aspect of this class, I invite you to bring them to me. In any of your classes, if for any reason you don't feel comfortable speaking with your instructor, the usual next step would be to talk with the program chair—for World Languages, Eva Norling (eva.norling@bellevuecollege.edu). If for any reason you don't feel comfortable raising your concerns with the chair, you can bring concerns about the class to the Division Dean—for Arts & Humanities, Maggie Harada (maggie.harada@bellevuecollege.edu) in the Arts and Humanities Division Office (R230).

If your concerns are still not being addressed by faculty or administration, an additional resource is the Ombuds Office (<http://www.bellevuecollege.edu/ombuds/default.html/>).

Below is also the link to the student academic dispute resolution procedure here at Bellevue College. Please make sure you are acquainted with your rights before issues arise: <http://www.bellevuecollege.edu/policies/1/1450P2%20Student%20Academic%20Dispute%20Resolution%20Procedure.asp>.

Study Tips

- 1) Look over your **notes** and **lecture slides** (posted on Canvas, under each Lesson) and review what we covered in class. Read the relevant explanation in the **textbook** (see Daily Schedule, under Textbook>Reading). Go over the **Vocabulary**, **Kanji** and relevant **Reading Material** (see Daily Schedule, under Kanji). Try reading the text in the Reading Material out loud. You should commit about **40-50 min. a day** to reviewing the material covered in class.
- 2) Listen to the relevant section(s) using the **CD** provided with your textbook. Practice listening to the CD as often as you can, and try speaking along with the audio.
- 3) Do the **homework** assignments on the day they are assigned (see Daily Schedule, under “Homework Assigned”). A quick review of what was covered in class should reduce the time it takes to do the homework. Be sure to **check** your work with the answer key posted on Canvas before you turn them in.
- 4) Take breaks often.
- 5) Don't be afraid to ask questions. We all learn from each other's questions.