

Undergraduate Distance Education Review Form

13-78a

AP-10/1/13

Senate-Info-11/5/13

Course: JAPN 101-802 Elementary Japanese I -ITV

Instructor(s) of Record: Dr. Yongtaek Kim

Phone: 724-357-7529

Email: yt.kim@iup.edu

Departmental Approval

Recommendation: Positive (The objectives of this course can be met via distance education) Negative

[Handwritten Signature]
Signature of Department Designee

9/26/2013
Date

Endorsed: *[Handwritten Signature]*
Signature of College Dean

9/26/13
Date

University-wide Undergraduate Curriculum Committee Approval

Recommendation: Positive (The objectives of this course can be met via distance education) Negative

[Handwritten Signature]
Signature of Committee Co-Chair

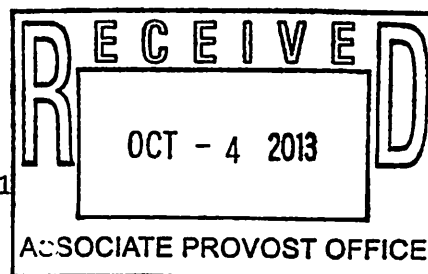
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Date

Provost Approval

Approved as distance education course Rejected as distance education course

[Handwritten Signature]
Signature of Provost

10/4/13
Date



Received
SEP 26 2013
Liberal Studies

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Course: JAPN 101-802 Elementary Japanese I

Instructor(s) of Record: Dr. Yongtaek Kim

Phone: 724-357-7529

Email: yt.kim@iup.edu

A. NARRATIVE RATIONALES

1. How is/are the instructor(s) qualified in the distance education delivery method as well as the discipline?

Dr. Kim will be teaching the course via I-TV (Interactive Television). The class will be taught in a special I-TV classroom equipped with one large monitor capable of split screen technology. No special technical expertise is required of the faculty member since a technician will be present during the delivery of the class at the remote site. IT Support has trained Dr. Kim to use I-TV equipment. The class will be taught in the target language (Japanese) as much as possible.

Dr. Kim has met in person and communicated via email with Dr. Janet Irons (Lock Haven University) since spring 2012 to discuss distance education classes delivered via I-TV. The instructor also sat in on an I-TV class at Indiana University of Pennsylvania on April 24, 2013, which was taught by Dr. Witthöft. Dr. Kim was thus able to experience the I-TV delivery method firsthand and received valuable instruction by his colleagues on how to teach a course via this distance education medium.

The instructor will use an online social learning platform such as D2L or Edmodo to interact with students inside and out of the classroom. He will use such a platform to make materials available to the students and to collect written work from them.

Dr. Kim already teaches Japanese language at IUP. Hence, he is very knowledgeable in the areas of Japanese language and culture. He holds an MA in Linguistics at Sophia University in Japan and a PhD. in Linguistics with the specialty of comparative linguistics of Japanese, Korean and English at the University of Oregon. He has also taught Japanese language and culture at Western Washington University (2009-2010), University of North Carolina at Charlotte (2010-2012) and IUP (2012-present).

2. How will each objective in the course be met using distance education technologies?

As mentioned in item #1 above, Dr. Kim will be teaching the course via I-TV, allowing instruction to proceed like a regular non-distance education class since the students at the remote site(s) will be able to follow each session on their I-TV screens almost as if they were present at the home site, and the instructor and students at the home site will likewise see them on their screen(s). The course objectives can thus be met by requiring students to be present in their I-TV classrooms, participate actively during regular class sessions, and complete all assignments in a timely fashion. The instructor will also be using the online course management system as well as e-mail and a variety of online resources to facilitate access to information, submission of

assignments, and interaction between instructor and students as well as students with each other outside the classroom.

The eleven course objectives will be met using distance education technologies as follows:

1. *Respond appropriately to questions given in Japanese*

Students will respond to the teacher's questions via I-TV. The instructor will also call on distance-education students after such students have done pair work and group work so as to give necessary guidance and corrections.

2. *Ask questions dealing with self and the immediate world*

Students will have the opportunity to ask such questions directly to the teacher via I-TV. The instructor will also call on distance-education students after such students have done pair work and group work so as to give necessary guidance and corrections.

3. *Give autobiographical information (origin, nationality, age, phone number)*

The instructor will call on distance-education students in the same manner as he does for IUP students. Hence, the distance-education students will have the opportunity to give such information directly to the teacher via I-TV.

4. *List daily activities in present and past time frames*

Students will have the opportunity list activities in present and past time frames directly to the teacher via I-TV. The instructor will also call on distance-education students after such students have done pair work and group work so as to give necessary guidance and corrections.

5. *Tell about likes and dislikes*

Students will have the opportunity to tell the instructor about likes and dislikes via I-TV. The instructor will also call on distance-education students after such students have done pair work and group work so as to give necessary guidance and corrections.

6. *Count from 0 - 100,000 and use numbers in giving and receiving information about self and others (e.g., age, address, phone numbers, population)*

Students will have the opportunity to count and give information about self and other directly to the teacher via I-TV. The instructor will also call on distance-education students after such students have done pair work and group work so as to give necessary guidance and corrections.

7. *Obtain biographical information about others by asking questions about name, age, origin, and so on*

Students will have the opportunity to ask such questions directly to the teacher via I-TV. The instructor will also call on distance-education students after such students have done pair work and group work so as to give necessary guidance and corrections.

8. *Respond to typical survival situations with words/short phrases (e.g., shopping)*

Students will have the opportunity to demonstrate such knowledge through directly interacting with the teacher via I-TV. The instructor will also call on distance-education students after such students have done roll play as part of their pair work and group work. Hence, he will be able to give necessary guidance and corrections.

9. Identify and write hiragana and katakana characters, and 72 kanji characters

Students will submit homework assignments and take certain quizzes via *the* online social learning platform. Tests will be sent by the instructor via email to an office at the distance learning site. The tests will be printed then delivered to the classroom by a proctor, who will remain during the tests and collect the results. The tests will then be scanned and sent to the instructor via email.

10. Apply cultural knowledge to express and interpret messages in appropriate contexts;

Students will have the opportunity to apply such cultural knowledge through directly interacting with the teacher via I-TV. The instructor will also call on distance-education students after such students have done roll play as part of their pair work and group work. Hence, the instructor will be able to give necessary guidance and corrections.

11. Demonstrate a basic understanding of certain elements of Japanese culture.

Students will have the opportunity to demonstrate such understanding through directly interacting with the teacher via I-TV. The instructor will also call on distance-education students after such students have done roll play as part of their pair work and group work. Hence, he will be able to give necessary guidance and corrections.

3. How will instructor-student and student-student, if applicable, interaction take place?

A variety of formal and informal interactions (both in class and online) will be built into the course. There will be a mixture of prepared written and spontaneous oral interactions, e.g., *With your partner or in your group, practice a dialogue and present it to the class*. These activities will take place in class (oral exchanges) as well as via the online social learning platform. The role of the instructor will be that of a facilitator who guides the students through an activity, clarifies information, supplies cultural background, corrects pronunciation, intonation and expressions, provides feedback regarding the content as well as the socio-cultural appropriateness, and assures that students work with each other in a courteous and respectful manner. The instructor will assist individual students or groups as needed to assure a successful completion of the task, whether it be a discussion, a group project, or a formal presentation. Additional instructor-student and student-student interactions will take place via the online social learning platform. Discussions tool and occasionally via course e-mail. The instructor will also be available for consultation during office hours (in person, via e-mail, by phone, and possibly via Skype) regarding any questions a student may have.

4. How will student achievement be evaluated?

Student achievement will be determined as follows:

Participation (10%)

Participation will be evaluated as determined by the instructor, through graded in-class assignments and/or a daily grade that reflects the student's level of active engagement in class.

Quizzes (10%)

Most classes will begin with a short quiz of one question, including the vocabulary, kanji, and grammar points. It is either a review question (answering a question in Japanese)

from previous class or a class preparation question (dictation and comprehension question) from the class of the day. The lowest quiz grade will not count toward one's final quiz average. There are no make-ups given except for verified family or medical emergencies, University-sponsored educational activities or military exercises.

Dictation (15%)

Students practice listening comprehension by transcribing dialogues. Audio files of each unit are made available. Students will write down dialogues in hiragana and summarize them in English, and submit them by the due dates the instructor provides. No late submission will be accepted.

Workbook (10%)

Students must submit workbook assignments before the following class period. No late submission will be accepted. Incorrect answers will be underlined and students must make corrections and discuss them with the instructor since most of the quizzes and tests heavily depend on workbook assignments.

Writing assignments (5%)

At the end of most reading/writing sections, students will be given a composition topic on which to write. Specific instructions will be provided in class. **The use of translation software is prohibited.**

Unit tests: Written (25%)

A written test will be given upon the completion of each unit. These tests will be graded on listening comprehension, reading comprehension, accuracy of characters, grammatical accuracy, vocabulary usage, and functional ability in Japanese. **No make-up exams will be given without prior communication and arrangement with the instructor.**

Unit tests: Oral (5%)

Oral tests will be graded on communication (meaningful exchange of information), content (use of new vocabulary), accuracy of vocabulary and grammar, and fluency/pronunciation. **No make-up exams will be given without prior communication and arrangement with the instructor.**

Final Oral Presentation (5%)

Students will present one mini-skits with their classmates in class based on the dialogues of the textbook. The grade will be based upon communication (meaningful exchange of information), content (use of new vocabulary), accuracy of vocabulary and grammar, fluency, and pronunciation.

Final Exam: written only (15%)

This exam will be cumulative, covering Units 1 through 6. **No make-up exams will be given without prior communication and arrangement with the instructor.**

5. How will academic honesty for tests and assignments be addressed?

Academic honesty will be addressed and maintained as follows. Students will be informed of and become familiar with the current Academic Integrity Policy and Procedures as listed in IUP's Undergraduate Catalog during the first week of class. The instructor will place special emphasis

on the importance of ethical behavior regarding academic work and personal conduct. Students will understand that certain improper actions will result in receiving a lower or failing grade for an assignment or even failing the course. The following behaviors are unacceptable: giving and/or receiving unauthorized assistance, using unauthorized materials or devices, plagiarizing, and using the same work more than once without instructor permission. The following statement will be on the syllabus for this class:

All students are expected to adhere to IUP's Academic Integrity Policy and Procedures as they appear in the Undergraduate Catalog for the current academic year.

Specific information regarding academic year and page numbers in the Undergraduate Catalog will be provided as well as the link to the online version of the document:

<http://www.iup.edu/registrar/catalog/default.aspx>

The following methods will be employed to verify the authenticity of student work and academic honesty:

- **Written assignments:** as the semester progresses, the instructor will keep a careful eye to note any dramatic changes in the use of vocabulary or grammatical structures. Any irregularities will be investigated. If they resulted from unauthorized assistance (e.g., use of translation websites or receiving help from persons other than those approved by the instructor) or academic dishonesty, punitive actions will be taken, e.g., giving a lower or failing grade for the assignment or even failing the course, depending on the gravity of the offense.
- **Quizzes and tests:** certain quizzes will be administered through the online social learning platform Quizzes tool. Such online quizzes will only be available for a specific time period set by the instructor, and students will only have a set amount of minutes to complete the quiz. Students at the remote site(s) will hand in-class quizzes and tests immediately upon completion. Such tests will be scanned and then emailed to the instructor. The in-class technicians and/or colleagues at the host site(s) will be asked to collect, scan and send the tests and quizzes via email as well as send the originals to the instructor. The instructor will ascertain the availability of scanners before scheduling in-class tests or quizzes.

B. SYLLABUS OF RECORD

I. Catalog Description

JAPN 101 Elementary Japanese I

4 class hours
0 lab hours
4 credits
(4c-0l-4cr)

For beginning students. Introduces the Japanese language, with attention focused on three modes of communication: interpretive listening and reading, interpersonal speaking and writing, and presentational speaking and writing. Students learn pronunciation, fundamental grammatical patterns, and how to write hiragana, katakana, and basic kanji. Students will learn to converse and ask questions in simple present and past time and will become acquainted with aspects of Japanese culture and society. Students may not register for or take a D/F repeat in JAPN 101 when credit has already been received for a higher-numbered JAPN course.

II. Course Outcomes:

Students will be able to

1. respond appropriately to questions given in Japanese;
2. ask questions dealing with self and the immediate world;
3. give autobiographical information (origin, nationality, age, phone number);
4. list daily activities in present and past time frames;
5. tell about likes and dislikes;
6. count from 0 - 100,000 and use numbers in giving and receiving information about self and others (e.g., age, address, phone numbers, population);
7. obtain biographical information about others by asking questions about name, age, origin, and so on;
8. respond to typical survival situations with words/short phrases (e.g., shopping);
9. identify and write hiragana and katakana characters, and 72 kanji characters;
10. apply cultural knowledge to express and interpret messages in appropriate contexts;
11. demonstrate a basic understanding of certain elements of Japanese culture.

III. Detailed Course Outline (Total of 56 hours of classroom instruction)

Each unit includes quizzes, homework assignments, and a unit test. Culture notes are for gaining a basic understanding of Japanese culture (not meant for developing speaking skills in Japanese).

Unit 1 Making Friends (10 hours)

- Using greetings in daily life and common expressions in the classroom
- Recognizing and pronouncing modern standard Japanese phonemes and pitch accent
- Identifying and writing Japanese hiragana characters
- Counting 1-100
- Asking questions to seek information (grammar: question word 何 and question marker か)
- Asking and telling time
- Responding appropriately to questions given in Japanese
- Giving autobiographical information (origin, nationality, age, phone number);
- Obtaining biographical information about others by asking questions about name, age, origin, and so on
- Demonstrating an understanding of Japanese names [culture note]

Unit 2 Shopping (10 hours)

- Identifying and writing Japanese katakana characters
- Counting 101-100,000
- Asking and telling price

- Speaking about things in relation to the relative distance between a speaker and a hearer (grammar: demonstratives, こ、そ、あ、ど)
- Responding to typical survival situations with words/short phrases
- Identifying the owner of something (grammar: possessive pronoun の)
- Negative sentences (grammar: negation of nouns: じゃない)
- Demonstrating an understanding of Japanese currency [culture note]

Unit 3 Talking about Daily Activities (9 hours)

- Identifying and writing Japanese: 15 new kanji characters
- Speaking about routines (grammar: verb conjugation; dictionary form of the verb, present affirmative and present negative forms)
- Speaking about frequency (grammar: frequency adverbs 毎日、よく、ときどき)
- Introducing a topic (grammar: topic marker は)
- Describing the traditional Japanese house [culture note]

Unit 4 Talking about Locations and the Past (9 hours)

- Identifying and writing Japanese: 14 new kanji characters
- Asking and describing where things are in relation to other things (grammar: particles に、が)
- Speaking about past activities (grammar: でした、じゃなかったです、ました、ませんでした)
- Speaking about the duration of an activity
- Connecting two nouns (grammar: particles と)
- Identifying and describing Japanese national holidays [culture note]

Unit 5 Expressing Preferences (9 hours)

- Identifying and writing Japanese: 14 new kanji characters
- Speaking about likes and dislikes (grammar: adjectives; い adjectives, な adjectives)
- Counters for counting nouns (grammar: counters 枚、本、冊)
- Identifying and describing Japanese festivals [culture note]

Unit 6 Talking about Reasons (9 hours)

- Identifying and writing Japanese: 15 new kanji characters
- Speaking about the reason or the cause of a situation, a proposal, and so forth (grammar: conjunction から)
- Offering assistance (grammar: ~まじょうか)
- Describing the structure of the Japanese educational system [culture note]

Final Exam: 2 hours

*Note: Instructors may find it necessary to review other grammatical structures in addition to those listed here.

IV. Evaluation Methods

Participation (10%)

Participation will be evaluated as determined by the instructor, through graded in-class assignments and/or a daily grade that reflects the student's level of active engagement in class.

Quizzes (10%)

Most classes will begin with a short quiz of one question, including the vocabulary, kanji, and grammar points. It is either a review question (answering a question in Japanese) from previous class or a class preparation question (dictation and comprehension question) from the class of the day. The lowest quiz grade will not count toward one's final quiz average. There are no make-ups given

except for verified family or medical emergencies, University-sponsored educational activities or military exercises.

Dictation (15%)

Students practice listening comprehension by transcribing dialogues. Audio files of each unit are made available. Students will write down dialogues in hiragana and summarize them in English, and submit them by the due dates the instructor provides. No late submission will be accepted.

Workbook (10%)

Students must submit workbook assignments before the following class period. No late submission will be accepted. Incorrect answers will be underlined and students must make corrections and discuss them with the instructor since most of the quizzes and tests heavily depend on workbook assignments.

Writing assignments (5%)

At the end of most reading/writing sections, students will be given a composition topic on which to write. Specific instructions will be provided in class. *The use of translation software is prohibited.*

Unit tests: Written (25%)

A written test will be given upon the completion of each unit. These tests will be graded on listening comprehension, reading comprehension, accuracy of characters, grammatical accuracy, vocabulary usage, and functional ability in Japanese. *No make-up exams will be given without prior communication and arrangement with the instructor.*

Unit tests: Oral (5%)

Oral tests will be graded on communication (meaningful exchange of information), content (use of new vocabulary), accuracy of vocabulary and grammar, and fluency/pronunciation. *No make-up exams will be given without prior communication and arrangement with the instructor.*

Final Oral Presentation (5%)

Students will present one mini-skit with their classmates in class based on the dialogues of the textbook. The grade will be based upon communication (meaningful exchange of information), content (use of new vocabulary), accuracy of vocabulary and grammar, fluency, and pronunciation.

Final Exam: written only (15%)

This exam will be cumulative, covering Units 1 through 6. *No make-up exams will be given without prior communication and arrangement with the instructor.*

Minimum Speaking Tasks: JAPN 101

Context				
Self	Activities	Numbers	Eliciting Information	Survival Situations
Give auto-biographical information (origin, nationality, age, phone number)	List daily activities and tell about likes and dislikes	Count from 0 – 100,000 and use numbers in giving information about self and others (e.g., age, phone numbers)	Obtain biographical information about others by asking questions about name, age, origin, etc.	Respond to typical survival situations with words/short phrases (e.g., ordering food from a menu)

V. Example Grading Scale

90-100% A

80-89% B

70-79% C

60-69% D

59% or less F

VI. Attendance Policy

Attendance is required. The instructor should specify an attendance policy that is acceptable to the faculty of the Department of Foreign Languages, and that is in accordance with the Undergraduate Course Attendance Policy, found in the Undergraduate Catalog.

VII. Required Textbooks (currently adopted)

1. **Textbook:** Banno, Ikeda, Ohno, Shinagawa, Tokashiki (2011). *GENKI: An Integrated Course in Elementary Japanese I* (2nd Edition). Tokyo: The Japan Times, Ltd.

2. **Workbook:** Banno, Ikeda, Ohno, Shinagawa, Tokashiki (2011). *GENKI: An Integrated Course in Elementary Japanese I Workbook* (2nd Edition). Tokyo: The Japan Times, Ltd.

VIII. Special Resource Requirements

None.

IX. Bibliography

American Council on the Teaching of Foreign Languages. (2012). *ACTFL proficiency guidelines—speaking* (3rd ed.). Alexandria, VA: Author. Available: <http://actflproficiencyguidelines2012.org>

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Akamatsu, Tsutomu. (1997). *Japanese phonetics: Theory and practice.* München: LINCOM EUROPA.

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Iwasaki, S. (2002). *Japanese.* Amsterdam and Philadelphia: John Benjamins.

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Makino, Seiichi & Michio Tsutsui. (1995). *A Dictionary of Intermediate Japanese Grammar.* Tokyo: The Japan Times. 1995.

McCafferty, S.G., & Sam, G. (eds.). (2008). *Gesture: second language acquisition and classroom research.* New York: Routledge.

National Standards in Foreign Language Education Project. (2006). *Standards for foreign language learning in the 21st Century,* (3rd ed.). Lawrence, KS: Allen Press.

Okada, Hideo. (1999). Japanese. In *Handbook of the International Phonetic Association: A guide to the usage of the International Phonetic Alphabet* (pp. 117-119). Cambridge, England: Cambridge University Press.

Shibatani, Masayoshi. (1990). Japanese. In B. Comrie (Ed.), *The major languages of east and south-east Asia.* London: Routledge.

Shibatani, Masayoshi. (1990). *The languages of Japan*. Cambridge: Cambridge University Press.

Tsujimura, Natsuko. (Ed.) (1999). *The handbook of Japanese linguistics*. Malden, MA: Blackwell Publishers.

Tsujimura, Natsuko. (2006). *An Introduction to Japanese Linguistics* (2nd edn). Blackwell: Cambridge (USA) and Oxford.

C. I-TV SYLLABUS FOR JAPN 101-802

Instructor: Dr. Yongtaek Kim
Office: 408 Sutton Hall
Phone: 724-357-7529
E-mail: yt.kim@iup.edu

Office Hours: The instructor will be available in person in his office, by phone, e-mail, and possibly Skype. If I-TV rooms are available at all participating locations immediately after class sessions, students at the remote site(s) may meet with the instructor using this medium, if they prefer. Additional office hours will be available by appointment.

I. Course Description

Title: JAPN 101 Elementary Japanese I
Prerequisites: None
Credits: 4 credits

Description:

For beginning students. Introduces the Japanese language, with attention focused on three modes of communication: interpretive listening and reading, interpersonal speaking and writing, and presentational speaking and writing. Students learn pronunciation, fundamental grammatical patterns, and how to write hiragana, katakana, and basic kanji. Students will learn to converse and ask questions in simple present and past time and will become acquainted with aspects of Japanese culture and society. Students may not register for or take a D/F repeat in JAPN 101 when credit has already been received for a higher-numbered JAPN course.

II. Course Outcomes / Educational Objectives

After a successful completion of this class, students will be able to

1. respond appropriately to questions given in Japanese;
2. ask questions dealing with self and the immediate world;
3. give autobiographical information (origin, nationality, age, phone number);
4. list daily activities in present and past time frames;
5. tell about likes and dislikes;
6. count from 0 - 100,000 and use numbers in giving and receiving information about self and others (e.g., age, address, phone numbers, population);
7. obtain biographical information about others by asking questions about name, age, origin, and so on;
8. respond to typical survival situations with words/short phrases (e.g., shopping);
9. identify and write hiragana and katakana characters, and 72 kanji characters;
10. apply cultural knowledge to express and interpret messages in appropriate contexts;
11. demonstrate a basic understanding of certain elements of Japanese culture.

III. Required Textbooks (currently adopted)

1. **Textbook:** Banno, Ikeda, Ohno, Shinagawa, Tokashiki (2011). *GENKI: An Integrated Course in Elementary Japanese I* (2nd Edition). Tokyo: The Japan Times, Ltd.
2. **Workbook:** Banno, Ikeda, Ohno, Shinagawa, Tokashiki (2011). *GENKI: An Integrated Course in Elementary Japanese I Workbook* (2nd Edition). Tokyo: The Japan Times, Ltd.

Additional audio-visual resources and reading materials will be provided through the *Edmodo* course management system.

IV. Evaluation Methods

The final grade will be determined as follows:

Participation (10%)

Participation will be evaluated as determined by the instructor, through graded in-class assignments and/or a daily grade that reflects the student's level of active engagement in class.

Quizzes (10%)

Most classes will begin with a short quiz of one question, including the vocabulary, kanji, and grammar points. It is either a review question (answering a question in Japanese) from previous class or a class preparation question (dictation and comprehension question) from the class of the day. The lowest quiz grade will not count toward one's final quiz average. There are no make-ups given except for verified family or medical emergencies, University-sponsored educational activities or military exercises.

Dictation (15%)

Students practice listening comprehension by transcribing dialogues. Audio files of each unit are made available. Students will write down dialogues in hiragana and summarize them in English, and submit them by the due dates the instructor provides. No late submission will be accepted.

Workbook (10%)

Students must submit workbook assignments before the following class period. No late submission will be accepted. Incorrect answers will be underlined and students must make corrections and discuss them with the instructor since most of the quizzes and tests heavily depend on workbook assignments.

Writing assignments (5%)

At the end of most reading/writing sections, students will be given a composition topic on which to write. Specific instructions will be provided in class. **The use of translation software is prohibited.**

Unit tests: Written (25%)

A written test will be given upon the completion of each unit. These tests will be graded on listening comprehension, reading comprehension, accuracy of characters, grammatical accuracy, vocabulary usage, and functional ability in Japanese. **No make-up exams will be given without prior communication and arrangement with the instructor.**

Unit tests: Oral (5%)

Oral tests will be graded on communication (meaningful exchange of information), content (use of new vocabulary), accuracy of vocabulary and grammar, and fluency/pronunciation. **No make-up exams will be given without prior communication and arrangement with the instructor.**

Final Oral Presentation (5%)

Students will present one mini-skits with their classmates in class based on the dialogues of the textbook. The grade will be based upon communication (meaningful exchange of information), content (use of new vocabulary), accuracy of vocabulary and grammar, fluency, and pronunciation.

Final Exam: written only (15%)

This exam will be cumulative, covering Units 1 through 6. **No make-up exams will be given without prior communication and arrangement with the instructor.**

V. Grading Scale

Grading Scale: A: 90-100% B: 80-89% C: 70-79% D: 60-69% F: 59% and lower

VI. Attendance Policy

Only regular attendance and thorough preparation will ensure a satisfying learning experience and a successful completion of this course. Students should spend at least two hours of review and preparation for each class session. All students are expected to be present at each class session in the scheduled I-TV rooms at their respective institutions. Up to four absences per term will not affect the final grade, more than that will. Students missing class because of illness, personal emergency, or participation in a university-sponsored activity are required to present a written excuse to the instructor as soon as possible after returning to class. More specific wording will be added when the class is taught.

VII. Special Resource Requirements

This course will be taught via I-TV (Interactive Television). Students wishing to participate in this course need to have access to a special classroom equipped with either several large-screen monitors or one large monitor capable of split screen technology. The class will be taught like a regular course at the home site. Students at the remote site(s) will interact with the instructor and students at the home site via large TV screens. Students also need to have access to the Internet for selected readings, viewings of videos, and other pertinent information located on the Web as well as the online social learning platform course management system. The IUP e-mail system (Iemail) is an official means of communication and will be used for the exchange of information outside the classroom. Students should check their IUP e-mail at least once a day. The online social learning platform notification tool may be used in addition to or instead of the IUP Iemail system if this should prove to be more practical for course management purposes. Technical support for computer problems is available through IUP's IT Support Center located in Delaney Hall, Suite G35, 950 Grant Street, Indiana, PA 15705. Opening hours are: Monday–Friday, 7:30 a.m.–5:30 p.m. A problem may also be reported by phone: 724-357-4000 or e-mail: it-support-center@iup.edu. A form for requesting assistance or reporting an online learning problem is available at: <http://www.iup.edu/itsupportcenter/help/default.aspx>

VIII. Technology Skills

Students enrolled in this course should possess the following technology skills:

- The ability to use word processing software
- The ability to use the IUP e-mail system (Iemail)
- The ability to attach files to an e-mail message
- The ability to use PowerPoint
- The ability to access information on the Internet
- The ability to copy and paste images from a website
- The ability to use the online social learning platform course management system
- The ability to access the IUP library web pages or their respective institutions' library resources to find information on assigned topics

IX. Participation Expectations

Students are expected to actively participate in all aspects of the course. This includes contributing to in-class and online discussions as well as completing any assigned reading, writing, viewing tasks, and tests or quizzes by the due date provided by the instructor. The instructor teaching the course will decide on the policies regarding late work and whether to accept it at all. Students are advised to work on their time management skills so as never to be unprepared for class or hand in work late.

X. E-mail and Online Etiquette

The IUP e-mail system is an official means of communication and will be used to share information outside of class. Students should check their Iemail account and/or the online social learning platform at least once a day. The instructor will not send class-wide messages to non-institutional accounts. Students are expected to follow the e-mail etiquette described below when sending a message to the instructor:

1. Always specify the course number in the subject line as well as the reason for contacting me, e.g. *JAPN 101-8021: Question regarding assignment #1*
2. Use a proper form of address. Please begin e-mails with “Hi, Dr. _____” or “Hello, _____” rather than just “Hey”.
3. State your inquiry clearly and succinctly. Do not text but write proper sentences. You are at an institution of higher learning, and the language you use in your e-mails should reflect that fact.
4. Put your name at the end of the message. It is frequently not obvious who is contacting me if you are using a non-IUP account. If you do not sign your name, I may not know who you are, and I will not reply to your message.
5. I will answer your e-mails as time permits. I have a number of commitments outside of class (office hours, committee meetings, research, etc.) and will not always be able to respond immediately, but I will make every effort to get back to you in a timely fashion.

With regard to the online social learning platform Discussions tool, I expect everyone to be courteous and respectful in their postings. Remember that any exchanges are to be made for class purposes only, so follow the instructions carefully and conduct yourself in a collegial and professional manner. It is inappropriate to use any language that could be considered aggressive, offensive, or derogatory.

Keep your comments brief and focused on the task. Be aware that your posts are documented and can be revisited, so choose your words carefully and check grammar and spelling before submitting your comments.

XI. Classroom Civility Policy

I want my classroom to be a place where students learn and apply new skills in a non-threatening and stimulating environment. I expect everyone to be courteous and helpful to each other. Each student has a special set of skills and abilities that can help others improve their performance. Please share your talents generously since assisting others will help you expand your own competencies. Receiving calls and/or texting during class is very disruptive. It will distract your fellow students as well as your instructor and sends the message that this course has a low priority for you. This is not the impression you want to leave in an academic setting, so **turn off your cell phone in class!**

XII. Students with Disabilities

Students requiring special accommodations because of a disability (learning, psychological or physical disability, attention deficit disorder, etc.) are encouraged to talk to the instructor about their special needs so arrangements can be made to ensure successful participation in this class.

XIII. Academic Integrity

IUP’s Academic Integrity Policy and Procedures will be reviewed during the first week of class to stress the importance of ethical behavior inside and out of the classroom. Improper actions regarding academic work and/or personal conduct will result in receiving a lower or failing grade for an assignment or even failing the course. The following behaviors are unacceptable: giving and/or receiving unauthorized assistance, using unauthorized materials or devices, plagiarizing, using the same work more than once without instructor permission, conducting oneself in a manner that is disruptive or threatening to others, and using computer technology in any way other than for the purposes intended for the course. Please note:

All students are expected to adhere to IUP’s Academic Integrity Policy and Procedures as they appear in the Undergraduate Catalog for the current academic year.

Specific information is available at: <http://www.iup.edu/registrar/catalog/default.aspx>

Please note: The following course schedule is tentative. The instructor will allow some flexibility, e.g. spend a little more or less time on a certain grammar depending on the needs of the class. Any changes will be announced in class.

COURSE PLAN

JAPN 101

W	Contents (in the classroom)	Reading & Assignments (at home)
1	<ul style="list-style-type: none"> • Course introduction <ul style="list-style-type: none"> - Self-introduction (cf. TB 55 VII-B) - Syllabus & schedule: • Shadow Practice, Dictation & Speed reading • Class Tomodachi (=buddy) system, Group Study • Setting a goal for 4 skills (Listening, Speaking, Reading, and Writing) 	<ul style="list-style-type: none"> • Post self-introduction & your goals for 4 language skills (Listening, Speaking, Reading, and Writing) on www.edmodo.com by 11:59 pm on 8/30 [EC(=Extra Credit)] <p>CLASS PREPARATION for 8/27 class:</p> <ul style="list-style-type: none"> • Greetings (TB 34-35): Refer to Genki website video http://genki.japantimes.co.jp/site/self/mov/L00.wmv • あ〜こ (WB 117): Refer to the following sites for hiragana. http://genki.japantimes.co.jp/self_en http://www.csus.edu/indiv/s/sheaa/projects/genki/hira_main.html
	<ul style="list-style-type: none"> • Japanese language basics: word order, parts of speech, etc. • Greetings (TB 34-35): Refer to Genki website video http://genki.japantimes.co.jp/site/self/mov/L00.wmv • あ〜こ (WB 117) http://genki.japantimes.co.jp/self_en http://www.csus.edu/indiv/s/sheaa/projects/genki/hira_main.html 	<p>HW: WB 117 (due 8/28)</p> <p>CLASS PREPARATION for 8/28 class:</p> <ul style="list-style-type: none"> • Numbers 1-199 (TB 48) • さ〜と (WB 118)
	<ul style="list-style-type: none"> • Q&A: WB 117 • Numbers 1-199 (TB 48 I-A, B, C) • さ〜と (WB 118) 	<p>SHOW WB 117</p> <p>HW WB 118 (due 8/30)</p> <p>CLASS PREPARATION for 8/30 class:</p> <ul style="list-style-type: none"> • Time (TB 49-50) • な〜ほ (WB 119)
	<ul style="list-style-type: none"> • Q&A: WB 118 • Time (TB 49 II-A) • な〜ほ (WB 119) 	<p>SUBMIT <u>WB 118</u></p> <p>HW WB 119 (due 9/3)</p> <p>CLASS PREPARATION for 9/3 class:</p> <ul style="list-style-type: none"> • Phone numbers (TB 50, 51) • ま〜よ (WB 120)
	No class (Labor Day)	

		<p>SHOW WB 119</p> <p>HW WB 120 (due 9/4)</p> <p>CLASS PREPARATION for 9/4 class:</p> <ul style="list-style-type: none"> •ら〜ん(WB 121) •Hiragana: Dots/Circles/Small<small>ゃ, ゃ, ゅ</small> (WB 122) •Hiragana: Double consonants/Long Vowels (WB 123) • Review of hiragana
	2	<p>SUBMIT WB 120</p> <p>HW TB 290-292 (I A~H), WB 121-123 (due 9/6)</p> <p>CLASS PREPARATION for 9/6 class:</p> <ul style="list-style-type: none"> • Listen to TB audio file on Edmodo, Shadow Practice & DICTATION of Dialogue I (TB 38) [EC!!!] • Vocabulary of Dialogue I (TB 40, 41): refer to vocab picture cards with audio files on Edmodo.com • Grammar 1. XはYです (TB 42, 43) Practice V-A (TB 51-52), VI-A (TB 53, 54) • Grammar 2. Question sentences (TB 43, 44) Practice V-B (TB 52, 53), VI-B (TB 54)
		<p>Chapter 1 New Friends</p> <ul style="list-style-type: none"> • Q&A: TB 290-292 (I A~H), WB 121-123 ▪ DIALOGUE I (TB 38) • Shadow Practice of Dialogue I (TB 38) • Vocabulary of Dialogue I (TB 40, 41) • Grammar 1. XはYです (TB 42, 43) Practice V-A (a)-(c) (TB 51-52), VI-A (TB 53, 54) • Grammar 2. Question sentences (TB 43, 44) Practice V-B (TB 52, 53), VI-B (TB 54)
		<p>SHOW TB 290-292 (I A~H), SUBMIT WB 121-123, Dictation of Dialogue I (TB 38) [EC]</p> <p>HW WB 11-14, 15-II, 16,) DICTATION of Dialogue II (TB 39) [EC] (due 9/9)</p> <p>CLASS PREPARATION for 9/9 class:</p> <ul style="list-style-type: none"> • Shadow Practice & DICTATION of Dialogue II (TB 39) [EC] • Vocabulary of Dialogue II (TB 40, 41) • Grammar 3. Noun₁のNoun₂ (TB 44, 45) Practice IV (TB 51), V-A (d), (e) (TB 52)
		<p>SUBMIT WB 11-14, DICTATION of Dialogue II (TB 39) [EC]</p> <p>SHOW WB 15-II, 16</p> <p>HW WB 15-I (due 9/10)</p> <p>CLASS PREPARATION for 9/10 class:</p> <ul style="list-style-type: none"> • Culture Note (TB 45) • Review Exercises VII (TB 55 A, B) • Useful Expressions (TB 57)
	3	<p>SUBMIT WB 15-I</p> <p>HW WB 17, 18, 19 (due 9/11), Review Culture Note and Useful Expressions.</p> <p>CLASS PREPARATION for 9/11 class:</p> <p>WB Listening Comprehension (WB 17, 18): Listen to WB CD-ROM (audio track 01-A), DICTATION OF WB CONVERSATIONS [SUPER EC!!!]</p>
	<ul style="list-style-type: none"> • Q&A: WB 15-II, 16 • Shadow Practice & pair work of Dialogue I ▪ DIALOGUE II (TB 39) • Shadow Practice of Dialogue II (TB 39) • Vocabulary of Dialogue II (TB 40, 41) • Grammar 3. Noun₁のNoun₂ (TB 44, 45) Practice IV (TB 51), V-A (d), (e) (TB 52) 	
	<ul style="list-style-type: none"> • Shadow Practice & pair work of Dialogue II • Q&A: WB 15-I • Review Exercises VII (TB 55 A, B) • Culture Note (TB 45) • Useful Expressions (TB 57) 	

<ul style="list-style-type: none"> • WB Listening Comprehension (WB 17, 18) 	<p>SHOW & SUBMIT WB 17,18, SUBMIT WB 19</p> <p>CLASS PREPARATION for 9/13 class:</p> <ul style="list-style-type: none"> • Review of Chapter 1 <p>Bring your Ch 1 quizzes and WB HW for review.</p>
<ul style="list-style-type: none"> • Reading/Writing (TB 293, 294) • Review of Chapter 1 	<p>HW TB 293-III (5-10 sentences handwritten in double space, due 9/20)</p> <p>CLASS PREPARATION for 9/16 class:</p> <p>Preparations for Chapter 1 Test (9/16 Mon)</p>
<p>Chapter 1 Test (Written & Oral)</p>	
<p>Cultural Activity 1</p>	
<p style="text-align: center;">Review of Chapter 1 Test & Chapter 1</p>	<p>CLASS PREPARATION for 9/20 class:</p> <ul style="list-style-type: none"> • Shadow Practice & DICTATION of Dialogue I (TB 58) [EC!!!] • Vocabulary of Dialogue I (TB 60, 61) • Numbers (TB 69-71) • Grammar 1. これ それ あれ どれ (TB 62, 63) Practice II (TB 71, 72) • Grammar 2. この/その/あの/どの/+ noun (TB 63, 64) Practice III (TB 72, 73) • Grammar 3. ここ そこ あそこ どこ (TB 64) Practice IV (TB 74) • ア～コ (WB 124)
<p style="text-align: center;">Chapter 2 Shopping</p> <ul style="list-style-type: none"> ▪ DIALOGUE I (TB 58) • Shadow Practice of Dialogue I (TB 58) • Vocabulary of Dialogue I (TB 60, 61) • Numbers (TB 69-71) • Grammar 1. これ それ あれ どれ (TB 62, 63) Practice II (TB 71, 72) • Grammar 2. この/その/あの/どの/+ noun (TB 63, 64) Practice III (TB 72, 73) • Grammar 3. ここ そこ あそこ どこ (TB 64) Practice IV (TB 74) • ア～コ (WB 124) 	<p>SUBMIT TB 293-III (5-10 sentences in double space), Dictation of Dialogue I (TB 58) [EC]</p> <p>HW WB 20-23 I, 124 (due 9/23)</p> <p>CLASS PREPARATION for 9/23 class:</p> <ul style="list-style-type: none"> • Grammar 4. だれの noun (TB 64) Practice V (TB 74, 75) • Grammar 5. noun も (TB 65) Practice VI (TB 75, 76) • サ～ト(WB 125)
<ul style="list-style-type: none"> • Q&A: WB 20-23I, 124 • Grammar 4. だれの noun (TB 64) Practice V (TB 74, 75) • Grammar 5. noun も (TB 65) Practice VI (TB 75, 76) • サ～ト(WB 125) 	<p>SUBMIT WB 20-22, 124, SHOW WB 23 I</p> <p>HW WB 23 II, 24 I, 125 (due 9/24)</p> <p>CLASS PREPARATION for 9/24 class:</p> <ul style="list-style-type: none"> • Grammar 7. ~ね/~よ (TB 66) • Shadow Practice & DICTATION of

5		<p>Dialogue II (TB 58, 59)</p> <ul style="list-style-type: none"> • Vocabulary of Dialogue II (TB 60, 61) • Grammar 6. Noun じゃないです (TB 65, 66) <p>Practice VII (TB 76-78)</p> <ul style="list-style-type: none"> • ナ～ホ(WB 126)
	<ul style="list-style-type: none"> • Q&A: WB 23 II, 24 I, 125 • Grammar 7. ~ね/~よ (TB 66) ▪ DIALOGUE II (TB 58, 59) • Shadow Practice of Dialogue II (TB 58, 59) • Vocabulary of Dialogue II (TB 60, 61) • Grammar 6. Noun じゃないです (TB 65, 66) <p>Practice VII (TB 76-78)</p> <ul style="list-style-type: none"> • ナ～ホ(WB 126) 	<p>SHOW WB 23 II, 24 I, 125</p> <p>SUBMIT <u>Dictation of Dialogue II (TB 58, 59)</u></p> <p>[EC]</p> <p>HW</p> <ul style="list-style-type: none"> • Review Grammar 7. ~ね/~よ (TB 66) • WB 24, 126 (due 9/25) <p>CLASS PREPARATION for 9/25 class:</p> <ul style="list-style-type: none"> • Review Exercises VIII (TB 78-80) • Useful Expressions (TB 83) • マ～ン (WB 127, 128)
	<ul style="list-style-type: none"> • Shadow Practice & pair work of Dialogue I & II • Q&A: WB 24, 126 • Review Exercises VIII (TB 78-80) • Useful Expressions (TB 83) • マ～ン (WB 127, 128) 	<p>SUBMIT <u>WB 24, 126</u></p> <p>HW WB 26, 127, 128 (due 9/27)</p> <p>CLASS PREPARATION for 9/27 class: WB Listening Comprehension (WB 25)</p>
	<ul style="list-style-type: none"> • Q&A: WB 26, 127, 128 • WB Listening Comprehension (WB 25) 	<p>SUBMIT</p> <ul style="list-style-type: none"> • <u>Writing: 293 III (5~10 sentences)</u> • <u>WB 26, 127, 128</u> <p>SHOW & SUBMIT <u>WB Listening Comprehension (WB 25)</u></p> <p>CLASS PREPARATION for 9/30 class:</p> <ul style="list-style-type: none"> • Reading/Writing (TB 294-297) • Review of Chapter 2 <p>Bring your Ch 2 quizzes and WB HW for review.</p>
	<ul style="list-style-type: none"> • Reading/Writing (TB 294-297) • Review of Chapter 2 	<p>HW Writing: TB 297 IV (5~10 sentences, due 10/4)</p> <p>CLASS PREPARATION for 10/1 class:</p> <ul style="list-style-type: none"> • Preparations for Chapter 2 Test
Chapter 2 Test (Written & Oral)		
Cultural Activity 2		
6	<p>Review of Chapter Test 2 & Chapter 2</p>	<p>SUBMIT Writing: <u>TB 297 IV (5~10 sentences)</u></p> <p>CLASS PREPARATION for 10/7 class:</p> <ul style="list-style-type: none"> • Shadow Practice && DICTATION of Dialogue I (TB 84) • Vocabulary of Dialogue I (TB 86, 87) • Grammar 1 & 2. Verb (TB 88-90) <p>Practice I (TB 95-97)</p> <ul style="list-style-type: none"> • Grammar 4. Time reference (TB 91, 92)

		Practice II (TB 98)
7	Chapter 3 Making a Date <ul style="list-style-type: none"> ▪ DIALOGUE I (TB 84) • Shadow Practice of Dialogue I (TB 84) • Vocabulary of Dialogue I (TB 86, 87) • Grammar 1 & 2. Verb (TB 88-90) Practice I (TB 95-97) <ul style="list-style-type: none"> • Grammar 4. Time reference (TB 91, 92) Practice II (TB 98)	SUBMIT Dictation of Dialogue I (TB 84) [EC]
		HW WB 27, 30 (due 10/8)
	CLASS PREPARATION for 10/8 class: <ul style="list-style-type: none"> • Grammar 5. ~ませんか (TB 92) • Practice III (TB 99) • Grammar 7. Frequency adverbs (TB 93) • Practice IV (TB 99, 100) 	
		SHOW WB 27, 30
7	<ul style="list-style-type: none"> • Q&A: WB 27, 30 • Introduction to kanji (TB 30, 31) • Kanji: 一、二、三、四、五 (TB 298) • Grammar 5. ~ませんか (TB 92) Practice III (TB 99) <ul style="list-style-type: none"> • Grammar 7. Frequency adverbs (TB 93) Practice IV (TB 99, 100)	HW WB 31, 32, 129 (一、二、三、四、五): due 10/9
		CLASS PREPARATION for 10/9 class: <ul style="list-style-type: none"> • Shadow Practice & & DICTATION of Dialogue II (TB 84) • Vocabulary of Dialogue I (TB 86, 87) • Grammar 3. Particles (TB 90, 91) • Grammar 6. Word Order (TB 92, 93) • Grammar 8. Topic particle は (TB 93, 94) • Practice II (TB 98) • Review Exercises VII (TB 100, 101)
	<ul style="list-style-type: none"> • Q&A: WB 31, 32 ▪ DIALOGUE II (TB 84) • Shadow Practice of Dialogue II (TB 84) • Vocabulary of Dialogue I (TB 86, 87) • Grammar 3. Particles (TB 90, 91) • Grammar 6. Word Order (TB 92, 93) • Grammar 8. Topic particle は (TB 93, 94) Practice II (TB 98) <ul style="list-style-type: none"> • Review Exercises VII (TB 100, 101) 	SHOW WB 129 (一、二、三、四、五) SUBMIT WB 31, 32, Dictation of Dialogue II (TB 84) [EC]
		HW WB 28, 29, 35 (due 10/11)
7	<ul style="list-style-type: none"> • Q&A: WB 28, 29, 35 • WB Listening Comprehension (WB 33, 34) • Kanji: 六、七、八、九、十 (TB 298, 299) 	CLASS PREPARATION for 10/11 class: <ul style="list-style-type: none"> • WB Listening Comprehension (WB 33, 34) • Kanji: 六、七、八、九、十 (TB 298, 299)
		SHOW & SUBMIT WB 33, 34, SUBMIT WB 28, 29, 35
		HW WB 129 (六、七、八、九、十, due 10/14)
	<ul style="list-style-type: none"> • Kanji: 百、千、万、円、時 (TB 299) • Kanji (TB 300-I) • Reading/Writing (TB 298-301) • Review of Chapter 3 	CLASS PREPARATION for 10/14 class: <ul style="list-style-type: none"> • Kanji: 百、千、万、円、時 (TB 299) • Kanji (TB 300-I) • Reading/Writing (TB 298-301) • Review of Chapter 3 Bring your Ch 3 quizzes and WB HW for review.
	<ul style="list-style-type: none"> • Kanji: 百、千、万、円、時 (TB 299) • Kanji (TB 300-I) • Reading/Writing (TB 298-301) • Review of Chapter 3 	SHOW WB 129 (六、七、八、九、十)
		HW WB 129 (百、千、万、円、時), 130: due 10/15, Writing: TB 301 III (5~10 sentences, due 10/18)
		CLASS PREPARATION for 10/15 class: Preparations for Chapter 3 Test

8	Chapter 3 Test (Written & Oral)	SUBMIT <u>WB 129, 130</u>
	Cultural Activity 3	
9	Review of Chapter 3 Test & Chapter 3 Let's check you goals for 4 skills set in August!	<p>SUBMIT Writing: <u>TB 301 III</u> (5~10 sentences)</p> <p>CLASS PREPARATION for 10/15 class:</p> <ul style="list-style-type: none"> • Shadow Practice & DICTATION of Dialogue I (102) • Vocabulary of Dialogue I (104, 105) • Grammar 1 & 2. Existence (107-109) Practice I, II (TB 115-118)
	<p style="text-align: center;">Chapter 4 The First Date</p> <ul style="list-style-type: none"> • DIALOGUE I (TB 102) • Shadow Practice of Dialogue I (TB 102) • Vocabulary of Dialogue I (TB 104, 105) • Grammar 1 & 2. Existence (TB 107-109) Practice I, II (TB 115-118) 	<p>SUBMIT <u>Dictation of Dialogue I (TB 102)</u> [EC]</p> <p>HW WB 36, 37 (due 10/22)</p> <p>CLASS PREPARATION for 10/22 class:</p> <ul style="list-style-type: none"> • Kanji: 日、本、人、月、火 (TB 302) • Shadow Practice & DICTATION of Dialogue II (TB 102) • Vocabulary of Dialogue II (TB 104, 105) • Grammar 3 & 4. Past tense (TB 110) Practice III, IV (TB 118-121)
	<ul style="list-style-type: none"> • Shadow Practice & pair work of Dialogue I (TB 102) • Q&A: WB 36, 37 • Kanji: 日、本、人、月、火 (TB 302) • DIALOGUE II (TB 102) • Shadow Practice of Dialogue II (TB 102) • Vocabulary of Dialogue II (TB 104, 105) • Grammar 3 & 4. Past tense (TB 110) Practice III, IV (TB 118-121) 	<p>SHOW & SUBMIT WB 37, SUBMIT <u>WB 36, Dictation of Dialogue II (TB 102)</u> [EC]</p> <p>HW WB 38-40, 131 (日、本、人、月、火): due 10/23</p> <p>CLASS PREPARATION for 10/23 class:</p> <ul style="list-style-type: none"> • Kanji: 水、木、金、土、曜 (TB 302) • Grammar 5. も (TB 111) • Review Exercise V (TB 122, 123) • Grammar 7. たくさん (TB 112) • Grammar 8. と (TB 113)
	<ul style="list-style-type: none"> • Q&A: WB 38-40 • Kanji: 水、木、金、土、曜 (TB 302) • Grammar 5. も (TB 111) • Review Exercise V (TB 122, 123) • Grammar 7. たくさん (TB 112) • Grammar 8. と (TB 113) 	<p>SHOW WB 131 (日、本、人、月、火), SUBMIT <u>WB 38-40</u></p> <p>HW WB 41, 131 (水、木、金、土、曜): due 10/24</p> <p>CLASS PREPARATION for 10/25 class:</p> <ul style="list-style-type: none"> • Kanji: 上、下、中、半 (TB 303) • Shadow Practice & DICTATION of Dialogue III (TB 103) • Vocabulary of Dialogue III (TB 104, 105) • Grammar 6. 一時間 (TB 112) Practice VI (TB 123, 124)
	<ul style="list-style-type: none"> • Q&A: WB 41 • Kanji: 上、下、中、半 (TB 303) 	<p>SHOW WB 131 水、木、金、土、曜, SUBMIT <u>WB 41, Dictation of Dialogue III (TB 103)</u> [EC]</p>

	<ul style="list-style-type: none"> ▪ DIALOGUE III (TB 103) • Shadow Practice of Dialogue III (TB 103) • Vocabulary of Dialogue III (TB 104, 105) • Grammar 6. 一時間(TB 112) Practice VI (TB 123, 124) 	<p>HW WB 42, 131 (上、下、中、半), 132: due 10/28</p> <p>CLASS PREPARATION for 10/28 class:</p> <ul style="list-style-type: none"> • Review Exercises VII (TB 124, 125) • Useful Expressions (TB 127)
10	<ul style="list-style-type: none"> • Q&A: WB 42, 131 • Review Exercises VII (TB 124, 125) • Useful Expressions (TB 127) 	<p>SUBMIT WB 42, 131</p> <p>HW WB 44 (due 10/29)</p> <p>CLASS PREPARATION for 10/29 class:</p> <ul style="list-style-type: none"> • WB Listening Comprehension (WB 43) • Kanji (TB 302-304-I)
	<ul style="list-style-type: none"> • WB Listening Comprehension (WB 43) 	<p>SHOW & SUBMIT WB 43, SUBMIT WB 44</p> <p>CLASS PREPARATION for 10/30 class:</p> <ul style="list-style-type: none"> • Kanji (TB 304-I) • Reading/Writing(294-297) • Review of Chapter 4 <p>Bring your Ch 4 quizzes and WB HW for review.</p>
	<ul style="list-style-type: none"> • Kanji (TB 304-I) • Reading/Writing (TB 304 II-305) • Review of Chapter 4 	<p>HW Writing: TB 305 IV-B (5~10 sentences, due 11/5)</p> <p>CLASS PREPARATION for 10/31 class:</p> <p>Review of chapter 4</p>
	Chapter 4 Test (Written & Oral)	
	Cultural Activity 4	
11	<p>Review of Chapter 4 Test & Chapter 4</p>	<p>SUBMIT Writing: TB 305 IV-B (5~10 sentences)</p> <p>CLASS PREPARATION for 11/6 class:</p> <ul style="list-style-type: none"> • Shadow Practice & DICTATION of Dialogue I (TB 128) [EC] • Vocabulary of Dialogue I (TB 130, 131) • Grammar 1. Adjectives (TB 132-134) Practice I & II (TB 137-140)
	<p>Chapter 5 A Trip to Okinawa</p> <ul style="list-style-type: none"> ▪ DIALOGUE I (TB 128) • Vocabulary of Dialogue I (TB 130, 131) • Shadow Practice of Dialogue I (TB 128) • Grammar 1. Adjectives (TB 132-134) Practice I & II (TB 137-140) 	<p>SUBMIT Dictation of Dialogue I (TB 128) [EC]</p> <p>HW Star to think about topic and members for Oral Performance! Send your first draft of script by 12/4 WB 45-48 (due 11/8)</p> <p>CLASS PREPARATION for 11/8 class:</p> <ul style="list-style-type: none"> • Kanji: 山、川、元、気、天 (TB 306) Practice III (TB 140, 141) • Grammar 3~ましょう (か) (TB 135) Practice V (TB 142)
	<ul style="list-style-type: none"> • Q&A: WB 45, 46 • Review of Dialogue I 	<p>SUBMIT WB 45-48</p>

	<ul style="list-style-type: none"> • Kanji: 山、川、元、気、天 (TB 306) Practice III (TB 140, 141) • Grammar 3. ~ましょう (か) (TB 135) Practice V (TB 142) 	<p>HW WB 51, 133 (山、川、元、気、天): due 11/11</p> <p>CLASS PREPARATION for 11/11 class:</p> <ul style="list-style-type: none"> • Shadow Practice & & DICTATION of Dialogue II (TB 128) • Vocabulary of Dialogue II (TB 130, 131) • Kanji: 私、今、田、女、男 (TB 306, 307) • Shadow Practice of Dialogue II (TB 128) • Grammar 4 Counting (TB 136)
12	<ul style="list-style-type: none"> • Q&A: WB 51 ▪ DIALOGUE II (TB 128) • Vocabulary of Dialogue II (TB 130, 131) • Kanji: 私、今、田、女、男 (TB 306, 307) • Shadow Practice of Dialogue II (TB 128) • Grammar 4. Counting (TB 136) 	<p>SHOW WB 133 (山、川、元、気、天), SUBMIT WB 51, Dictation of Dialogue II (TB 128) [EC]</p> <p>HW</p> <ul style="list-style-type: none"> • review Grammar 4 Counting (TB 136) • WB 133 (私、今、田、女、男) due 11/12 <p>CLASS PREPARATION for 11/12 class:</p> <ul style="list-style-type: none"> • Vocabulary of Dialogue III (TB 130, 131) • Kanji: 見、行、食、飲 (TB 307) • Shadow Practice & & DICTATION of Dialogue III (TB 129) • Grammar 2~すき (な) ーきらい (な) (TB 134, 135) Practice IV (TB 141)
	<ul style="list-style-type: none"> • Q&A • Review of Dialogue II ▪ DIALOGUE III (TB 129) • Vocabulary of Dialogue III (TB 130, 131) • Kanji: 見、行、食、飲 (TB 307) • Shadow Practice of Dialogue III (TB 129) • Grammar 2. ~すき (な) ーきらい (な) (TB 134, 135) Practice IV (TB 141) 	<p>SHOW WB 133 (私、今、田、女、男) SUBMIT Dictation of Dialogue III (TB 129) [EC]</p> <p>HW WB 49, 50, 133 (見、行、食、飲), 134 (due 11/13)</p> <p>CLASS PREPARATION for 11/13 class:</p> <ul style="list-style-type: none"> • Review Exercises VII (TB 142, 143) • Culture Note: Japanese Festivals (TB 144) • Useful Expressions: At the Post Office (TB 145)
	<ul style="list-style-type: none"> • Q&A: WB 49, 50 • Review of Dialogue III • Review Exercises VII (TB 142, 143) • Culture Note: Japanese Festivals (TB 144) • Useful Expressions: At the Post Office (TB 145) 	<p>SUBMIT WB 49, 50, 133, 134</p> <p>HW WB 53 (due 11/15)</p> <p>CLASS PREPARATION for 11/15 class:</p> <ul style="list-style-type: none"> • WB Listening (WB 52)
	<ul style="list-style-type: none"> • Q&A: WB 53 • WB Listening (WB 52) 	<p>SHOW & SUBMIT WB 52, SUBMIT WB 53</p> <p>CLASS PREPARATION for 11/18 class: Kanji (TB 308-I)</p>
	<ul style="list-style-type: none"> • Kanji (TB 308-I) • Reading (TB 308-310) 	<p>HW Writing TB 311-III (5-10 sentences, due 11/22)</p>

13	<ul style="list-style-type: none"> • Review of Reading (TB 309-310) • Writing a postcard to Japanese (TB 311) 	CLASS PREPARATION for 11/19 class: <ul style="list-style-type: none"> • Review of Chapter 5 Bring your Ch 5 quizzes and WB HW for review.
	<ul style="list-style-type: none"> • Review of Chapter 5 	CLASS PREPARATION for 11/20 class: <ul style="list-style-type: none"> • Preparations for Chapter 5 Test
	Chapter 5 Test (Written & Oral)	
	Review of Chapter 5 Test & Chapter 5	SUBMIT Writing TB 311-III (5-10 sentences) CLASS PREPARATION for 12/2 class: <ul style="list-style-type: none"> • Shadow Practice & DICTATION of Dialogue I (TB 146) [EC] • Vocabulary of Dialogue I (TB 148, 149) • Kanji: 東、西、南、北 (TB 312) • Grammar 1 <u>Te-form</u> (TB 150, 151) • Grammar 2 ~てください (TB 151) Practice I (TB 156, 157)
14	No class (Thanksgiving Holiday)	
15	Chapter 6 A Day in Robert's Life <ul style="list-style-type: none"> ▪ DIALOGUE I (TB 146) • Vocabulary of Dialogue I (TB 148, 149) • Kanji: 東、西、南、北 (TB 312) • Shadow Practice of Dialogue I (TB 146) • Grammar 1. <u>Te-form</u> (TB 150, 151) • Grammar 2. ~てください (TB 151) Practice I (TB 156, 157)	SUBMIT Dictation of Dialogue I (TB 146) [EC] HW WB 54-57, 135 (東、西、南、北): due 12/3
		CLASS PREPARATION for 12/3 class: <ul style="list-style-type: none"> • Shadow Practice & DICTATION of Dialogue II (TB 146) [EC] • Vocabulary of Dialogue II (TB 148, 149) • Kanji: 口、出、右、左、分 (TB 312, 313) • Grammar 3 ~てもいいです (TB 152) Practice II (TB 158) <ul style="list-style-type: none"> • Grammar 4 ~てはいけません (TB 152) Practice III (TB 159)
		SHOW WB 135 (東、西、南、北) SUBMIT WB 54-57, Dictation of Dialogue II (TB 146) [EC] HW WB 58, 59, 135 (口、出、右、左、分) (due 12/4)
		<ul style="list-style-type: none"> • Review of Dialogue I ▪ DIALOGUE II (TB 146) • Vocabulary of Dialogue II (TB 148, 149) • Kanji: 口、出、右、左、分 (TB 312, 313) • Shadow Practice of Dialogue II (TB 146) • Grammar 3. ~てもいいです (TB 152) Practice II (TB 158) <ul style="list-style-type: none"> • Grammar 4. ~てはいけません (TB 152) Practice III (TB 159)

		<ul style="list-style-type: none"> • Kanji: 先、生、大、学、外、国 (TB 313)
	<ul style="list-style-type: none"> • Q&A: WB 58, 59 • Review of Dialogue II • Grammar 5. Describing Two Activities (TB 152, 153) Practice IV (TB 159, 160) • Grammar 6. ~から (TB 153) Practice V (TB 161) • DIALOGUE III (TB 146, 147) • Vocabulary of Dialogue III (TB 148, 149) • Kanji: 先、生、大、学、外、国 (TB 313) • Shadow Practice of Dialogue III (TB 146, 147) • Grammar 7. ~ましょうか (TB 154) Practice IV (TB 162, 163) 	<p>SHOW WB 59, 135 (口、出、右、左、分) SUBMIT</p> <ul style="list-style-type: none"> • WB 58 • <u>first draft of script of Oral Performance checked by a native Japanese speaker</u> • <u>Dictation of Dialogue III (TB 146, 147) [EC]</u> <p>HW WB 60, 61, 135 (先、生、大、学、外、国), 136 (due 12/6)</p> <p>CLASS PREPARATION for 12/6 class class:</p> <ul style="list-style-type: none"> • WB Listening (p. 62) • Review Exercises VII (TB 163, 164) • Reading (TB 314-317 III) • Culture Note: Japan's Educational System 1 (TB 154) • Useful Expressions: Directions (TB 165)
	<ul style="list-style-type: none"> • Q&A: WB 60-62, 135, 136 • WB Listening (WB 62) • Review Exercises VII (TB 163, 164) • Reading (TB 314-317 III) • Culture Note: Japan's Educational System 1 (TB 154) • Useful Expressions: Directions (TB 165) 	<p>SHOW & SUBMIT <u>WB 62</u> SUBMIT <u>WB 60, 61, 135, 136</u></p> <p>HW Writing (TB 317 IV-B) (due 12/9), WB 63 (due 12/11)</p> <p>CLASS PREPARATION for 12/9 class class: SEND YOUR VIDEO by 11:59 pm on 12/8 Practice Oral Performance</p>
16	Oral performance & Student evaluation	SUBMIT Writing: 305 IV-B (5~10 sentences)
17	FINAL EXAM Chapter 1-6 (Written only), 12:30 p.m.-2:30 p.m.	

***How to read the schedule**

- **Contents (in the classroom) Column** is what each class covers in the classroom; **Reading & Assignments (at home) Column** shows what you should hand in and what you should do before or after class.
- Entries in non-bold face are review exercises, while those in bold face are new materials.
- Entries in italic are materials you should submit in class.

Example: September 9th

Before you look at 9/9 row, you should check **CLASS PREPARATION for 9/9 class:** in Reading & Assignments (at home) Column on 9/6:

- **Shadow Practice & DICTATION of Dialogue II (TB 39) [EC]**

→ Do shadow practice (=Just say what you listen!) several times by listening to the audio file of this conversation. Try to write down the whole script of the conversation which you just listened and said in a paper, which will be an Extra Credit point if you submit it on September 9. It doesn't need to be perfect.

• Vocabulary of Dialogue II (TB 40, 41)

→ Study new vocabulary of Dialogue II by checking a ppt of pronunciation with picture cards or looking up a dictionary

• Grammar 3. Noun₁のNoun₂ (TB 44, 45)

→ Read explanation of Grammar 3. Noun₁のNoun₂ on page 44, 45 in your textbook.

Practice IV (TB 51), V-A (d), (e) (TB 52)

→ Check the instructions of Practice IV on page 51 and Practice V-A (d) and (e) on page 52 and look up words you do not know or you want to use.

Contents (in the classroom) Column: We will focus on (i) Grammar 3. Noun₁のNoun₂ (TB 44, 45) & Practice IV (TB 51), V-A (d), (e) (TB 52) and (ii) Practice of Dialogue II (TB 39).

Reading & Assignments (at home) Column:

SUBMIT:

Hand in WB 11-14, which is required. If you hand in the DICTATION of Dialogue II (TB 39) you will get Extra Credit points.

Since your HW on September 9 is WB 15-I, you can just show WB 15-II, 16 before (preferably), during or after class at the latest.

HW:

Do the workbook exercise I on page 15 to review what you learned on September 9th.

CLASS PREPARATION for 9/10 class:

• Culture Note (TB 45)

→ Read Culture Note on page 45 and bring some questions/comments, if any.

• Review Exercises VII (TB 55 A, B)

→ Check the instructions of Review Exercises VII A & B on page 55 and look up words you do not know or you want to use.

• Useful Expressions (TB 57)

→ Read Useful Expressions on page 57 and bring some questions/comments, if any.

XIII. Bibliography

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D. SAMPLE LESSON FOR JAPN 101-802 ELEMENTARY JAPANESE I

Genki I Ch 1. New Friends

Week 1

Topic	1. Time 2. Hiragana な～ほ
Objectives	At the end of the class, students will be able to: 1. Learn how to say time 2. Write hiragana な～ほ

Procedures

[before class]

Write down on the blackboard as below:

- Q&A: WB 118
- Time (TB 49 II-A)
- な～ほ (WB 119)

Show movies on hiragana: <http://www.youtube.com/watch?v=lrMkJAzBWQc>
<http://www.youtube.com/watch?v=EdJdRwjPVkM>
<http://www.youtube.com/watch?v=LrXHizFaol0>

[in class]

- I. Warm up and introduction [16 min]**
- a. Greeting (1 min)
 - b. Outline of the class by checking what you wrote on the blackboard (1 min)
 - c. Review; Numbers & Hiragana さ～と (5 min)
 - d. Q&A WB 118 (2 min)
 - e. Quiz 2 (7 min)

- II. Time [15 min]**
- a. Have students repeat after you for times in the box on TB 49 several times (5 min)
 - b. Have students do pair work for A in TB 49 and make their own time (8 min)
 - c. Have students answer after you ask time in English (2 min)

- III. Hiragana な～ほ [15min]**
- a. Explain な～ほ with [http:// genki.japantimes.co.jp/site/self/site/hiragana/hiragana.html](http://genki.japantimes.co.jp/site/self/site/hiragana/hiragana.html) (5 min)
 - b. Practice with http://www.csus.edu/indiv/s/sheaa/projects/genki/hira_main.html (2 min)
 - c. Practice with WB 119 (5 min)
 - d. Q&A between the instructor and students (2 min)

- IV. Review [3 min]**
Have students say some time and read some hiragana な～ほ

- V. Homework: WB 119 (due 9/3) [1 min]**