**Teaching Materials:**

[Required]
- *Course Reader* (It will be uploaded on Canvas) [Check daily!!](#)

[References/Recommended Books (optional)]
- The Audio Program (AP) for the Textbook and Workbook/Laboratory Manual is available on the web site: [http://highered.mheducation.com/sites/0072408162/student_view0/index.html](http://highered.mheducation.com/sites/0072408162/student_view0/index.html)

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Welcome to Japanese 2020!
Japanese 2020 is a basic course offered to students who have completed Japanese 2010 or who demonstrate the equivalent skills as those who have completed 2010. In this course, you will learn basic skills in listening, speaking, reading, and writing, as well as the understanding of the culture relevant to language functions and communication, balancing all four skills to provide a solid foundation for further language study. The course also emphasizes the development of various communicative skills to minimize reliance on using English in the classroom. The class will be conducted through interactive group activities, lectures, and assignments.

**Goals:**

1. To produce learners who can communicate and interact well in Japanese at the professional level, in a manner that is culturally and linguistically appropriate.
2. To create a positive attitude among learners toward intercultural communication in general and toward Japan and the Japanese in particular.

3. To nurture self-sufficient learners who can demonstrate autonomy in learning and who can continue learning on their own.

Objectives

Upon successful completion of this course, students will be able to do the following in simple Japanese:

**Speaking and listening skills:** to carry out basic conversation and to make short speech with topics about everyday life and the students' interests such as automobiles and transportation, body and health, and life events and careers.

**Reading skills:** to read the authentic materials more comfortably for a general idea as well as for specific information: articles in a magazine and newspaper, brief biography, formal letters, and so on.

**Writing skills:** to write short texts about their interests, such as letters, career goals, newspaper column, and so on, using culturally and linguistically appropriate Japanese writing system.

**Grading:**

Grades will be determined based on:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Class Attendance and Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Tutoring Attendance</td>
<td>10%</td>
</tr>
<tr>
<td>Homework</td>
<td>15%</td>
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<tr>
<td>Chapter-Tests</td>
<td>30%</td>
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<tr>
<td>Chapter/Kanji Quizzes</td>
<td>15%</td>
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<tr>
<td>Oral Interview</td>
<td>10%</td>
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<tr>
<td>Project</td>
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<tr>
<td><strong>Total</strong></td>
<td>100%</td>
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</tbody>
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Grades:

- 94 – 100% = A
- 90 – 93% = A-
- 87 – 89% = B+
- 83 – 86% = B
- 80 – 82% = B-
- 77 – 79% = C+
- 73 – 76% = C
- 70 – 72% = C-
- 60 – 69% = D+
- 55 – 59% = D
- 50 – 54% = D-
- Below 50% = F

Incomplete Grade: Read the following website [http://catalog.usu.edu/content.php?catoid=12&navoid=3805](http://catalog.usu.edu/content.php?catoid=12&navoid=3805)

**Class Rules**

1. **Attendance policy:** It is essential that you keep up with course work on a daily basis and attend all classes. You are responsible for any announcements made or information presented in class. Absence will in no way excuse you from fulfilling the requirement. Make-up of work is allowed only in case of an excuse absence, which is defined as (1) illness or injury to the student; (2) death, injury, or serious illness of an immediate family member or the like; (3) religious reasons; (4) jury duty or government obligation; (5) University sanctioned or approved activities. In the above mentioned cases (3), (4) or (5), you need to notify your instructor before the beginning of class. In case of (1) or (2), you need to do so as soon as possible. Then you will be allowed to hand in your homework for credit on the day that you return to class. If you are late for class by more than 10 minutes, your attendance score is reduced by 50 percent; if you are late by more than 20 minutes, your attendance will not be recorded. If you leave the classroom early without the instructor’s advance consent, your attendance record will be changed to an absence for the whole class. You are also responsible for keeping track of your own absences.
2. **Homework policy:** All assignments are consistent to what you learn in the class on the day. It is important, therefore, to **complete all assigned homework on the day** for your progress. You are not allowed to hand in your homework late with the exception of the conditions stated above. Late homework may be checked, if the instructor has time, but absolutely **NO credit** will be given. When there are multiple pages of homework to submit, **staple or clip all of them together** to prevent any loss of your HW sheets. Those unstapled handouts will be returned without credits. When you have a constant errors on your homework, your homework will be returned with “もう一度” (redo and resubmit) with some points deducted. In order to earn full credit you need to redo and resubmit it **next day.**

<table>
<thead>
<tr>
<th>Homework Correction Term:</th>
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</thead>
<tbody>
<tr>
<td>P: Particle error</td>
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<tr>
<td>S: Spelling error</td>
</tr>
<tr>
<td>K: Kanji</td>
</tr>
<tr>
<td>C: Conjugation error</td>
</tr>
<tr>
<td>T: Tense error</td>
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<tr>
<td>WC: Word Choice</td>
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</tbody>
</table>

3. **Group-work policy:** You are encouraged to work with your classmates on home assignments. However, you are not allowed to copy each other's homework. If you study together on your homework and decide on the same answers, please write down on the homework sheet, "worked with so-and-so". Without this oath, the exact same homework sheets will be regarded as dishonest copying; they will not only receive no credit for the work, but also will be reported to the School as a case of Academic Misconduct.

4. **Make-up policy**

   **Quiz**
   You are allowed to make up quizzes exam you missed within ONE week from the scheduled date/time. However, each make-up quiz is worth 80% of the actual score that you get. Exceptions may be granted in emergencies with official proof provided to your instructor. In order to take a make-up quiz, please set up a time with your instructor as soon as possible.

   **Exams**
   Make up exams is **not** allowed unless there is a legitimate reason (an excuse absences stated above in Attendance Policy) accompanied by an explanatory letter to the instructor with medical documents, accident report or such documentation. The letter and the documents must be handed in when you return to class. The make-up test must be taken within class three days of your return.
   *Note also that quizzes will be given at the beginning of class time. If you walk in late and lack time to finish your test, the instructor is not held responsible for giving you too little time to complete it.*

5. **No early or late final exams and quizzes:** All students are expected to take the exams on the scheduled date and time. In case of emergency or an unavoidable situation, notify the instructor beforehand in order to make up for the missed test. **Personal travel is not accepted as a legitimate reason to take Final exam early or late.**

6. **Write neatly:** Use a sharp pencil, and write and erase (with an eraser, not crossing out with pen) carefully. Learn to pay close attention to detail.

7. **No drink or food in class.** Food and drink are allowed only by special permission.

8. **Keep in touch with your instructor** if you have any problems attending class. The instructor does not want to have you "disappear" for several days without contacting her. You can always leave voice mail messages or email her if she is not in the office.

9. **Notices and changes of schedule are announced in class.** Please be sure to get in the habit of taking notes on such notices. If you are absent or late for class, be sure to check with your classmates for such changes so you do not miss important information. You are the one who is responsible for staying informed. The instructor will NOT take responsibility for your not knowing the changes due to your absence or lack of attention. Establish a network with your classmates so that you can obtain all missed information from them.

10. **Turn off your cellular phone during the class** unless you are expecting an extremely important phone call. If your cellular phone rings during class, you must sing a song (one phrase only) in front of your classmates. Please note that
continued use of any devices or chatting with your classmates during class sessions will affect your grade (You will lose ½ of class participation). The instructor will take your device away and return it to you after class. Please help keep the classroom a distraction-free learning environment.

11. **Turn off your computer during the class.** Please do not take notes by using your computer. If you need to check up the Japanese words, please use a dictionary, but not using the online dictionary.

**Requirements**

**Class Attendance and Participation (10%)**
Attendance and participation in each of the lecture and tutorial classes will earn the student 2 points.

- 1 point will be deducted if you are late by more than 10 minutes.
- Your mere physical presence does not mean that you will be given full credit for attendance and participation. For example, if you are considered to be poorly prepared or less engaged (doing unrelated activities such as doing homework for either Japanese or other subjects, or sleeping, etc.), 1 point will be deducted.
- No points will be given if you leave the class without permission before your instructor dismisses the class. If you plan to leave the class early, you must inform your instructor before class starts. Even so, 1 point will be deducted if you leave the class early by more than 10 minutes.
- No points will be given if you miss more than half of a class or come to class only to take an exam or a quiz.

**Tutoring Attendance (10%)**
Students are required to go to the tutoring room to practice sentence expressions and conversations with the tutors once a week. The tutoring room is located on the fourth floor of the Geology Building 415. It is closed during the first week. Students should start this learning activity some time during the second week. The instructor will announce the detailed drills in a file titled “Weekly” which will be posted on Canvas at the beginning of each week. The activities with the tutors are important and helpful, especially, for the beginners, to become familiar with the Japanese sounds and improve their speaking and listening skills. Therefore, the tutors will sign when the students complete each assignment.

**Homework (15%)**
The instructor posts a file called “今日の宿題(Today’s homework)” on Canvas. This is an everyday task that each student should turn in at the beginning of each class. When your homework is returned, please file it so that you can study before quizzes and chapter tests. The students have to write their answers neatly and consult the tutors or the instructor when they cannot find answers (please see Class Rules 2 and 3 for more detail).

**Chapter Tests (30%)**
Students are required to take three or four 50 minutes tests in class (including the final). Because the dates depend on how well the class activities go, they are tentative. Students will be informed when to take the test by the instructor later in class.

**Project (10%)**
This is going to be a group project. You will have to present your project in class at the end of semester More detail TBA.

**Hands-on Learning Activities**
In addition to the above, you are required to participate in a cooking activity held at Family Life 208 (tentative). The detailed information, such as date and recipe, will be given later in class.

**Course Fee**
The $24:00 course fee you have paid is used to staff and maintain Japanese tutoring room (Geology 415), to provide language specific materials, to pay teaching grading assistants, and for hands-on learning activity.