



Fall 2024

COURSE: Elementary Japanese II (JA 102; 4cr)

COURSE DESCRIPTION:

This is a continuation of Elementary Japanese I with increasing emphasis on reading and writing skills. Prerequisite: JA 101 with a grade of C or better or equivalent.

Instructor: Yuka Iwata, Ph.D.
 E-mail: yiwata@triton.uog.edu
 Office: HSS 120B
 Phone: 671-735-2804
 Classroom: HSS 106
 Moodle: JA102-02 Elementary Japanese II-FA'24-Y.Iwata
 Time: MTWTh 10:00-10:50 (F2F)
 Office Hours: See Moodle

COURSE OBJECTIVES:

The main goal is to develop proficiency in the four language skills of listening, speaking, reading, and writing, and familiarize with Japanese culture. Teaching is done in Japanese whenever possible, starting from the first day. You are expected to prepare, attend and participate in class, practice, study, and do your homework on a daily basis. You are expected to prepare before class, attend/participate in class, review materials and practice required vocabulary and dialogues, and do your homework.

STUDY MATERIALS:

Required materials

- *Yookoso!, An Invitation to Contemporary Japanese* (3rd Edition) by Tohsaku
- *Workbook/Laboratory Manual* to accompany to *Yookoso! An Invitation to Contemporary Japanese* (3rd Edition)
- JA102 Course packet (Available on Moodle. Print it out and bind or staple it.)

GRADING:

The letter grade will be determined according to this scale. There may be slight changes to the scale, but there will be no grading on a curve. (Keep track of your grades using a grading score sheet provided on p.6.)

Attendance/Participation	10%
Homework	10%
Quizzes	15%
Oral Performances (3)	30%
Exams (2)	20%
Final Exam	15%

A+	A	A-	B+	B	B-	C+	C	D	F
97-100	93-96	90-92	87-89	83-86	80-82	77-79	70-76	60-69	<59

STUDENT LEARNING OUTCOMES:

Institutional Learning Outcomes	Program Learning Outcomes	Course Learning Outcomes	Methods of Assessment
<p>1. <i>Mastery of critical thinking and problem solving</i></p> <p>3. <i>Effective oral and written communication</i></p> <p>4. <i>Understanding and appreciation of culturally diverse people, ideas and values in a democratic context</i></p> <p>7. <i>An interest in personal development and lifelong learning</i></p>	<ul style="list-style-type: none"> •Develop proficiency in the language skills of listening, speaking, reading, and writing in three modes of communication (interpersonal, interpretive, and presentational). •Demonstrate Japanese language proficiency at the “novice-low” or “novice-mid” level according to ACTFL proficiency guidelines. •Demonstrate effective intercultural communication skills when interacting with Japanese people. •Gain knowledge and understanding of Japanese culture. 	<p>Upon completion of this course, students will demonstrate the ability to:</p> <ul style="list-style-type: none"> •Understand simple everyday conversation within a limited topic. •Demonstrate basic language skills. •Handle some survival situations with circumlocutions and repetitions. •Read and understand simple, short reading materials including semi-authentic materials. •Read hiragana, katakana, and about 30 kanji. •Write the materials learned in class using <i>hiragana</i> and <i>katakana</i> and read about 30 kanji. 	<p>Homework</p> <p>Quizzes</p> <p>Oral performance</p> <p>Written exams</p> <p>Class participation</p>

PREPARATION FOR CLASS:

The course schedule (posted on Moodle) provides what materials you should prepare for a given date before the class meets. Preview the assigned pages.

ATTENDANCE POLICY:

Because of the cumulative nature of language learning, it is very important that you come to class and practice Japanese every day. Attendance and active participation in class are mandatory. Be punctual. If you are late for 15 minutes or more for three (3) classes, it will be counted as one absence. If you are late for 30 minutes or more, it is also considered as one absence. **If your unexcused absences exceed six days, you will automatically fail the course.** Excused absences require documented evidence, such as a doctor’s note, jury duty notification, accident/police report, or receipt for car repair. (See page 5 for Criteria of Excused or Unexcused Absences/Reasons.) You will be provided 2 bonus points for perfect attendance. The attendance and participation points (10 points) will be determined in the following manner:

<u># of Absence</u>	<u>Deduction of the points</u>
0	12 (2 extra points are given.)
1 or 2	10
3-6	7-10

HOMEWORK:

You are assigned to do listening and writing homework from the *Yookoso* workbook or original handouts on a regular basis, as indicated in the course schedule. Bind the entire chapter of the workbook in a thin (1/2" or less) three-hole punch folder and bring it to every class. Every time you finish your assigned homework, check your answers using the Answer Keys posted on Moodle. For answers marked, "Answers will vary," the instructor will check them.

You are asked to turn in your folder to be graded on the due dates. Your grade will be determined based on the completeness of your work (not the correctness of your answers). If any of your homework is incomplete, missing, or not self-corrected, your homework grade will be lowered. **Do NOT use on-line translation tools.** Homework sent by email will not be accepted. No late homework will be accepted for credit without instructor's prior consent. If you cannot meet the deadline, request an extension before the deadline.

Please note that your homework will not be graded unless the following criteria are met. Check thoroughly BEFORE turning in your homework.

- ✓ Write your answers directly to the worksheets **with a pencil**. Provide your answers **in complete sentence in Japanese**.
- ✓ Correct your answers using a **red pen**. Check spellings carefully.
- ✓ Ensure that your homework is properly bound in a thin (1/2" or less) folder. Use pins or hinges attached to the folder to hold pages together. (Please do NOT use clear plastic sheets.)
- ✓ Include only the worksheets. Don't include any other documents. Remove the ones that have already been checked.

QUIZZES:

There will be regular quizzes to check your understanding, which may include reading, writing, and grammar that have been introduced. Each quiz is given at the beginning of the class period. Since the three (3) lowest quiz scores will be dropped at the end of the term, no make-up quizzes will be given.

EXAMS:

There are three speaking exams and three written exams. Make-up exams are given only when students have been granted permission **prior to the exam dates**.

1. Oral Performance:

There will be 3 role-play exams based upon the functions you have been practicing. You will be graded mainly on your communicative skills, but accuracy, fluency, and expansion will also be taken into account.

2. Written Exams:

You will be given two 50-minute exams and a 75-minute comprehensive final exam. The exams assess your abilities in listening comprehension, reading, writing and grammar, within the context of what has been covered in class.

CHEATING & PLAGIARISM:

The quizzes and exams are NOT open-book, and any notes and sources of information are NOT allowed to be used. Any student who copies someone else's work is given no grade for the assignment.

CLASS RULES and EXPECTATIONS:

1. Come to class every day **on time**.
2. If you carry any electric devices (a cell phone, computer, etc.), place them in your bag. Your cell phone must be set to silent mode during class. If you are expecting an emergency call, please notify the instructor before class starts.
3. Don't use any online/electronic translators or dictionaries. Instead, try to use circumlocution (talking around what you don't know by using the words and phrases that you do know.)
4. Bring pencils and an eraser; pens are not allowed. **Use pencils for quizzes and exams.**
5. Bring your own materials so you do not need to ask your classmates to share.
6. Respect others. Show consideration towards the instructor and classmates. Misbehavior and disrespectful actions, such as chatting with classmates in English, using inappropriate language, sleeping, or texting are not tolerated.
7. Don't put your hands in your pocket. In Japan, it is considered rude.

BUDDY SYSTEM:

Students are strongly encouraged to pick a buddy for conversational practice. While it is fine to work with a Japanese friend, a classmate will be more familiar with the material being covered in class. Working together is encouraged, but copying materials will be considered cheating and will ultimately work to your disadvantage, as making your own mistakes is necessary for learning the language.

STUDY TIPSFor the following class:

- Study the words in the vocabulary list.
- Read the grammar explanations in the textbook.
- Preview the upcoming class content and read the appropriate pages of the textbook as indicated in the course schedule.

After class:

- Review and practice what you learned that day and complete your homework. (Quiz questions are often drawn from the homework.)
- Listen to the audio files for the dialogues that were introduced in the class. It is crucial that you regularly listen to Japanese outside of class to become accustomed to the natural sound, intonation, and speed.

Developing Study Skills

Learning a foreign language is different from learning other subjects. To enhance Japanese language skills, daily practice and constant review are inevitable (say at least one hour for every class hour). Many students tend to claim that they do not have time to study due to their busy schedule, but time management becomes important to achieve academic success. You need to make time to study and practice to develop language skills.

ADA ACCOMMODATION:

*For individuals covered under the ADA (Americans with Disabilities Act), if you are a **student** with*

a disability requiring academic accommodation(s), please contact the Student Counseling and Advising Service Disability Support Services Office to discuss your confidential request. A Faculty Notification letter from the Disability Support Services/Student Counseling and Advising Service Accommodation counselor will be provided to me. To register for academic accommodations, please contact or visit Sallie S. Sablan, DSS counselor in the School of Education, office 110, disabilitysupport@triton.uog.edu or telephone/TDD 671-735-2460.

CRITERIA OF EXCUSED OR UNEXCUSED ABSENCES/REASONS

Although the instructor makes the final decision whether an absence is excused or unexcused, here are some examples. Your first two day-absences are excused but from the third, all excused absences must be verified with appropriate documents or the absence becomes unexcused.

Excused Absences

In general, excused absences include (but not limited to):

- Personal illness or injury
- Medical or dental appointments
- Illness or death in the family
- Funeral services for a member of the immediate family or relative
- Serving on jury duty
- Personal court appearance; appointments for court
- Participating in religious activities
- Participating in a sport competition as a member of national team
- Military training

Unexcused Absences

- Personal illness or injury that does not require medical attention
- Experiencing transportation problems at home or on the way to school
- Going to work
- Babysitting and taking care of family members
- Oversleeping
- Any form of recreation including going on (family) vacation and attending club or sport activities
- Working on school projects or doing homework
- Repairing car or household items
- Attending a job-related training or seminar

If you have any questions or any concerns, please don't hesitate to contact the instructor.

GRADE SCORE SHEET (For Your Record)

Moodle Grade Book is inactive for JA102 due to limitations in its calculation function. Please keep track of your grades manually using this score sheet.

Oral Performance	Score
OP1 (10%)	
OP2 (10%)	
OP3 (10%)	
Total	/30%

Exams	Score
Ch3 (10%)	
Ch4 (10%)	
Final (15%)	
Total	/35%

Homework	Score		Attendance (Dates of absence)	
#1 (Workbook)				
#2				
#3				
#4				
#5				
Ch3-essay				
Ch4-essay				
Ch5-essay				
Total	/10%			/10%

Quizzes (15%)

#1	#2	#3	#4	#5	#6	#7	#8	#9	#10

#11	#12	#13		