



[JA101-30A] [Elementary Japanese I]

Course Syllabus and Calendar (subject to change)

Section Information [JA101-30A] [Course Schedule: Online-HYB]

[Location: Online]

Instructor Information

[Masumi Kai]

[Email: kai@triton.uog.edu] [Office Location: HSS 120D]

Office Hours: M: 7:30am-8:00pm, 10:00pm-2:30pm, T: 7:30am-

8:00am, W: 7:30am-8:00am]

[Office Phone Number: 671-735-2814]

The course starts on 1/22 (W)

This is an intensive eight-week course (1/22-3/14). Highly recommended you look at 2 to 3 days of course schedule and homework in advance.

COURSE CATALOG DESCRIPTION

This course provides beginners with basic skills in listening, speaking, reading and writing in Japanese. Special Emphasis is on oral-aural skills.

COURSE CONTENT

You will learn Japanese characters (hiragana, katakana, and basic kanji) and the beginning level grammars. There are oral practices with a partner(s) and the teacher, quizzes, and daily assignments.

You need to spend a certain amount of time every day (M-F) watching the lesson video of the day and doing the assignments (quizzes and writing homework). Lesson videos and quizzes are on Moodle. Please see the schedule for which video you need to watch. You can speed up and watch more videos or do more quizzes in a day, but never get behind the schedule. You must complete the assignments by the due date.

*** This is an online course, but it only means that instructions are not delivered in face-to-face classroom environment. Online course does not mean that you just look at something on a computer. Learning a language is very different from other subjects. This course is designed to be equivalent to a face-to-face JA101 course. There is a standard goal that you need to reach to finish JA101, and there are several requirements you must complete.

REQUIRED ACTIONS ON THE FIRST AND THE SECOND DAY (1/22 W & 1/23 Th):

Before 1/22 You will receive "Student Schedule Information Sheet". Please fill it out and send it back to the teacher at

"kai@triton.uog.edu" asap or by 1/14 (T).

1) Read the course syllabus and course schedule 1/22 (W):

2) Obtain the textbooks

1/23 (Th): 1) contact the teacher at 9:00am OR 11:30am using "Zoom with Teacher" link on the course main

> page. In this meeting, we will discuss about the course syllabus, course requirements, activities, etc. If you cannot attend the online meeting on this day due to a justifiable reason, please inform the teacher

through the 'Communication and Announcement' page asap.

COMMUNICATION & ANNOUNCEMENT

Any messages to the teacher should be posted on the 'Communication & Announcement' page. There is an icon on the course main page. Important messages and announcements from the teacher will also be posted on this page. This way, we can share all important messages with everyone and also it will be your proof that you informed something to the teacher. Sending an email to the teacher's UOG address or use the Moodle message function is not recommended (except very personal matters). Email is not guaranteed to be read and responded to in a timely manner.

A message to the students who missed the assignments will be posted on this page to confirm if it was a mistake (c.f. you did it but it was not recorded properly, etc.) and to help you not to fail the course. But if you do not want your name listed on this page when you missed the assignment, you need to inform it on the Student Schedule Information Sheet.

COURSE REQUIREMENTS [IMPORTANT]

- 1) Mandatory Attendance: There are following activities you are required to participate:
 - practice with your partner(s) three times a week (T, W, & Th);
 - oral activity with the teacher on the assigned dates (M);
 - daily Moodle quiz (M-F);
 - Writing assignments (see the schedule)
- * Work, family, or personal matters (except serious matters) cannot be a valid reason to miss these activities and assignments. If you know that you would be busy on the due date, please do assignments in advance. If you are going to miss or missed the oral practice with the partner or the teacher, please inform it to the teacher immediately (or within 24 hours) and seek some advice.
- * During online meetings (oral activity with the teacher & oral practice with a partner):
- You need to behave the same way you would if you were in the classroom. Find a good Wi-Fi connection. Please dress appropriately and sit in a chair during the meeting. Do not attend an online meeting from a car, while driving or walking. Find a quiet environment to "sit down at the desk" to learn. Absolutely do not talk to others or look at other things on the internet. You should look at the shared screen and take notes while you are practicing. If any of the above inappropriate behavior is discovered, attendance and participation points will be deducted. If the same behavior continues in the future, you will be asked to leave the class.
- * Writing assignments: When uploading writing assignments to Moodle, please convert it to a "PDF" file. Do not use other file formats, especially "HEIC" file. I cannot open that type of file on Moodle, so I cannot give you any points.
- 2) Absences and Unsubmitted Homework: In order to pass this course (to avoid getting an F in this course), do not miss:
 - more than 3 oral practices with your partner(s);
 - more than 2 oral activities with the teacher;
 - more than 10 Moodle quizzes; and
 - avoid committing academic dishonesty (cheating, plagiarism, etc.)
- * The minutes you show up late for the oral activity with the teacher will be summed up. If it becomes equal to the activity time, it will be counted as a 1 day absent.
- * Students cannot change the oral practice day with a partner without the teacher's approval. If your partner does not respond to your message or does not show up on zoom, inform it to the teacher immediately. If you do not inform it to the teacher right away (within 24 hours), it will be counted as an absence.

3) Course Policy for Points and Grades

- Moodle quiz: You need to think and answer the quizzes or do the writing assignments by yourself. Copying & pasting the quiz answers from somewhere, getting quiz answers from someone, using translation programs and just copy it without try, or entering random answers on quiz to get correct answers and copy them is prohibited. If such action is found, you will get 0 point for that quiz, and it will be counted as a missed quiz. If such actions are found multiple times, your will receive and F in this course.
- Writing assignment: Copying someone's work or some sources (e.g. online translation, etc.) on writing assignments is prohibited. If such action is found, you will get 0 point for that, and it will be counted as a missed assignment. If such actions are found multiple times, your will receive and F in this course.

- Being able to write (handwrite) hiragana characters correctly is a minimum requirement to pass JA101. If you are not able to write (handwrite) many hiragana characters correctly by the end of the semester, you will not pass this course, regardless of your course total score. The Midterm and the Final exams will be used for that evaluation. You need to get minimum 20 points on the Midterm and the Final exams to pass the course.
- Assignments and Exams: Cheating and plagiarism are strictly prohibited in this course. If such action or any
 suspicious action is found, your final grade of this course will be an F, regardless of your course total points.
 The examples of Cheating or Plagiarism on the quiz, writing assignments, or the exam can be (but not limited to)
 sharing answers with classmates, getting answers from someone, searching answers on internet or looking at a
 memo or textbook or any other sources during the exam, using a translation tool, obtaining exam questions
 from someone before the exam, etc. For writing homework, discussion with your classmates is allowed, but do
 not copy someone's work.

4) Assignment Make-up Policies

- Writing assignments must be submitted by the due date. No late submission will be accepted.
- Moodle quizzes will be closed at <u>11:59pm</u> on the due date. Requests to reopen the quizzes will NOT be
 entertained for any reasons (except <u>island-wide</u> power outage, natural disaster like typhoon, or teacher's setting
 mistake). Try to do the quizzes in advance. If you experience power outage at your house, or if your computer is
 broken, try to find an alternative solution (c.f. UOG computer center is open) and inform it to the teacher asap.

5) Device

You need a <u>computer with a camera</u>. Using a cellphone is not recommended to attend online meetings and taking quizzes, since you cannot see the whole Moodle pages. A camera is needed to meet with the teacher and your partners for practices and oral performance tests.

6) Required Books

- (1) a kanji booklet (download from the course page)
- (2) a dictionary: an English-Japanese & a Japanese-English dictionary (online dictionary is fine too)
- (3) Genki vol. 1, second edition (PDF version is available from Genki website)

EVALUATION and GRADING

In order to determine whether or not students have achieved the course learning objectives, students will be evaluated and graded as follows:

Grading Methodology

Below is a breakdown of the grade distribution for this course as well as how percentages translate to letter grades for the course. However, other requirements are applied for the final grade (see the "*" lists below).

Moodle Quizzes (Grammar and characters)	10%
Writing Assignments, Hiragana and Katakana exercise	s 10%
Oral Performance Tests	30%
Oral practice with a partner, with the teacher	20%
Chapter Test	15%
Final Exam	15%
TOTAL	100%

Letter Grade	Grade Point Value	Percent Grade	Definition	
A+	4.00	98-100%		II 1
A	4.00	93-97%	Outstanding	Honors-level performance with superior quality and extraordinary distinction.
A-	3.67	90-92%		distinction.
B+	3.33	87-89%		Calid accounties many indication a substantial mastern of account
В	3.00	83-86%	Good	Solid accomplishment, indicating a substantial mastery of course materials and a good command of skills required by the course.
B-	2.67	80-82%		materials and a good command of skins required by the course.
C+	2.33	77-79%	Adequate	Students have achieved the level of competency needed for advancing
C	2.00	70-76%	Adequate	to a subsequent course which has this course as pre-requisite.

D	1.00	60-69%	Deficient	Minimal passing, but not adequate to take a subsequent course which has this course as prerequisite.
F	0.00	< 69%	Failure	Inadequate to receive credits
P			Pass	
I			Incomplete	
NC			No Credit	

^{*} Being able to write (handwrite) hiragana correctly is a minimum requirement to pass JA101. If you are not able to write (handwrite) many hiragana characters correctly by the end of the semester, you will not pass this course. The Midterm and the Final exams will be used for that evaluation.

Grades page

The course total on the grades page starts from 0. Blank items are treated as 0 point. As you complete quizzes, submit assignments, taking the tests, etc., your score will increase.

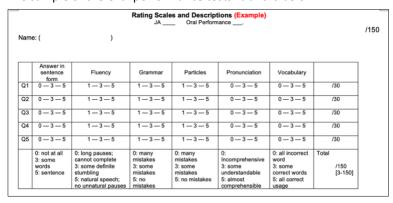
Writing Assignments Rubric

Writing assignments will be graded as follows.

10pt	8pt	6pt	4pt	2pt	0pt
Less than 2	Less than 2 different	3 to 5	More than 5 different	Submitted, but	No submission / File
different	mistakes, but the	different	mistakes / Incomprehensible	incomplete / Did not	irretrievable/ Did not
mistakes	dialogue is too short	mistakes	/ Illegible / Dialogue too	follow the	follow the
			short	instruction	instruction at all

Oral Performance Tests Rubric

The sample of the Oral performance tests rubric is below.



^{*} The oral performance test is not a reading test. You may refer to your notes "sometime" (only sometime). But reading through your script or looking at your notes from start to finish will result in a deduction of 50% points.

<How to see your oral performance test results>

- 90 or higher: very good
- 80-89: good, but need to review particles and vocabulary
- 65-79: review particles, vocabulary, and structures more carefully
- 56-64: remember all vocabulary first and then review all grammars from L1

^{*} Cheating and Plagiarism are strictly prohibited in this course. If such an action or any suspicious actions are found on the homework, Moodle quiz, oral tests, and exams, you will receive an F regardless of your total grades.

^{*} Special requests or negotiations with regards to your missed homework and quizzes, attendance, or grades not indicated on this syllabus will not be entertained. Procedures laid out in the syllabus are final.

^{*} Attendance points will be deducted for behaviors that disturbs other students, doing other things, etc. during the online practice.

^{*} There is no extra credit system for this course. Do not expect to receive extra credit without doing the basics – the assignments and oral practices indicated on the course syllabus.

• below 55: need to spend more time to study and review everything

COURSE OBJECTIVES/STUDENT LEARNING OBJECTIVES (SLO), INTERSTATE TEACHER & SUPPORT CONSORTIUM (Intasc) (PLO), Institutional Learning Outcome (ILO's),

The main goal of this course is to develop proficiency in the four language skills: listening, speaking, reading and writing. By the completion of this course, students will demonstrate the ability to:

Outcomes:

- 1: **Proficient skills:** Develop proficiency in the four Japanese language skills of listening, speaking, reading and writing, and also culture
- 2: **Listening**: understand everyday conversation
- 3: **Speaking**: introduce yourself, express your own needs, and describe past events & future plan
- 4: **Reading** read short materials
- 5: Writing write sentences or essays using hiragana, katakana, and kanji

STUDENT LEARNING OUTCOMES ALIGNMENT MATRIX

The main goal of this course is to develop basic skills in the four language skills: listening, speaking, reading and writing. By the completion of this course, students will demonstrate the ability to:

ILOs/IGLOs/PLO Mapping

			Progra	m Learning (PLOs)		
		PLO #1: interpersonal, interpretive, and presentational To develop proficiency of language skills of listening, speaking, reading, and writing in three modes of communication (interpersonal, interpretive, and presentational.)	PLO #2: Intermediate- high To develop Japanese language proficiency to "Intermediate-high" level according to the ACTFL proficiency guidelines.	PLO #3: intercultural communication To develop skills for effective intercultural communication with Japanese people.	PLO #4: Japanese culture To gain knowledge and understanding of Japanese culture.	PLO #5: comparisons of Japanese culture and their own To demonstrate understanding of the concepts of culture through comparisons of Japanese culture and their own.
	Institutional Learning Outcome 1: Student shall demonstrate a mastery of critical thinking and problem solving.	✓			*	✓
	Institutional Learning Outcome 2: Student shall demonstrate a mastery of quantitative analysis.					
Institutional S	Institutional Learning Outcome 3: Student shall demonstrate effective oral and written communication skills.	✓	✓	✓		
Institutional Student Learning Outcomes (ILOs/IGLOs)	Institutional Learning Outcome 4: Student shall demonstrate an understanding and appreciation of culturally diverse people, ideas, and values in a democratic context.			•	•	•
nes (ILOs/IGLOs	Institutional Learning Outcome 5: Student shall demonstrate responsible use of knowledge, natural resources, and technology.	✓	•	•	✓	•
	Institutional Learning Outcome 6: Student shall demonstrate an appreciation of the arts and sciences					
	Institutional Learning Outcome 7: Student shall demonstrate interest in personal development and lifelong learning.	✓			*	*

UNIVERSITY POLICIES

1) CHEATING and PLAGIARISM:

The UOG Student Handbook prohibits plagiarism. In this class, evidence of plagiarism in any assignment will result in an F grade for the whole course, and possibly a hearing at the Student Discipline Committee. Review handout on how to avoid plagiarism.

2) ADA ACCOMODATION SERVICES

The University of Guam (UOG) is committed to achieving equal opportunity and full participation of persons with disabilities by providing non-discriminatory access to its services and facilities through the ADA Office. The Mission of the ADA Office is to ensure non-discriminatory access to all benefits, privileges, opportunities and obligations to faculty, staff and community members with disabilities and to ensure a process for full compliance by UOG with the ADA of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended, taking into account the economic climate and multi-cultural diversity of the institution.

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 Disability Support Services Office to discuss your confidential request. A Faculty Notification letter from the Disability Support Services 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 671-735-2505/2460.

3) NO UNAUTHORIZED RECORDING:

Only the instructor may record class sessions. Unauthorized recording of online class meetings is not allowed, to include screen shots that include identifiable information of any person in the session. Not only is the delivery of course content the intellectual property of the instructor, but students enrolled in the course have privacy rights. Unauthorized recording and distribution of online courses may violate federal law.

4) REMINDER OF SOME BEST PRACTICES FOR THE ONLINE COURSE MEETINGS:

- Pick a quiet room so background noise is minimized.
- Log in a little early so there is no delay in your efforts to connect. Maybe 10 minutes
- before start time.

VIRTUAL CLASSROOM INTERACTION

There are a number of things to keep in mind with regards to interaction in the virtual classroom.

- Communicating with the Instructor
 - I have included an "Communication and Announcement" forum in the class where you can post any questions you might have regarding the class. I will post answers to your questions in this forum so that you, and anyone else with the same questions, can always refer back to the forum for answers. Students are also welcome to provide their own answers and feedback based on their own experience. Such sharing of information allows us all to help each other.
- Online Etiquette (aka: Netiquette)
 - Be prompt. Follow class schedules and respond to email messages promptly.
 - Participate. Participation is part of your grade and also helps to move the class along. Especially for group activities, be sure to do your share of the work.
 - No flaming, trolling, or cyber bullying. You are all expected to be respectful and professional. If you have any concerns with classmates, please contact your instructor regarding the problem.
 - Stay on topic and try to back up any claims or statements that you make.
 - Do not plagiarize.
 - o Avoid jokes and sarcasm as these are often misinterpreted online.
 - Respect the privacy of others. Do not post or communicate other person's personal or confidential
 information that is not related to the course in the virtual classroom.
 - Remember that the UOG Moodle system keeps logs of all your activity inside of UOG Moodle.

INSTRUCTIONS: HOW TO LEARN

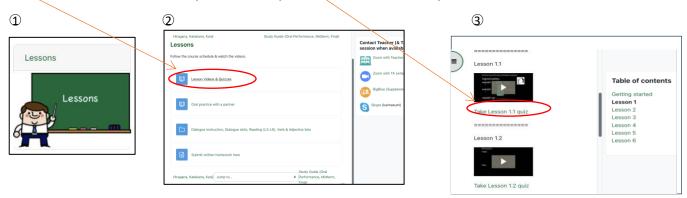
The course main page looks like this. There are several grids.



1) How to Learn Grammar

You follow the course schedule and watch the lesson video(s) of the day and do the assignments (Moodle quizzes and writing homework).

To watch the lesson videos and take quizzes, ① open the "Lessons" grid, and then ② click "Lesson Videos & Quizzes" icon. ③ Watch the video of the day and click the quiz icon under it to take the quiz.



2) How to Learn Hiragana, Katakana, and Kanji

Hiragana and Katakana: You watch the character videos to learn Hiragana and Katakana. There are Hiragana and Katakana quizzes. They are under the videos. There are also 'Hiragana exercises' and 'Katakana exercises."

* Download **"JA101 Hiragana Katakana booklet"** and study hiragana and katakana using it. The booklet is downloadable from the "Hiragana, Katakana, and Kanji materials and assignments" folder in the "Hiragana, Katakana, Kanji" grid.

To watch the Hiragana videos and take quizzes, ① open the "Hiragana, Katakana, Kanji" grid, and then ② click "Hiragana Videos & Quizzes" icon. ③ Watch the video of the day and click the quiz link under the videos to take the quiz.





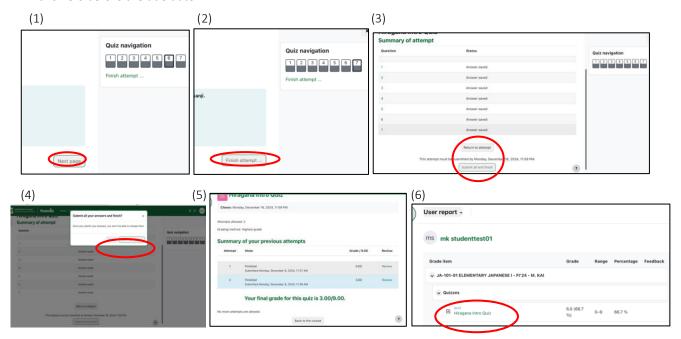
Kanji: You need to download two files: <u>JA101 Kanji booklet</u> and <u>JA101 Kanji writing homework</u>. The kanji booklet is for your practice (no need to submit). The kanji writing homework has a due date to submit (see the schedule). Click the 'Hiragana, Katakana, Kanji materials and assignments' icon under 'Hiragana, Katakana, Kanji' grid to download the kanji homework sheets. Kanji starts from Lesson 3. Watch the kanji lesson video first, and then trace each kanji shape on the kanji booklet carefully. You also need to learn stroke orders of kanji and how each kanji is used in a word. Examples are in the kanji booklet. You will learn 3 to 4 new kanji a date. If you want, you can speed up and learn more kanji in a day.

3) Moodle Quizzes

Do not miss more than 10 Moodle quizzes in total, or you will get an F in this course.

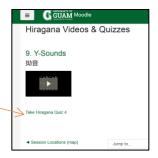
Lesson Quizzes: After you watch each lesson video, you must take the quiz of the day. You need to complete the Moodle quiz by 11:59pm on the due date. Each quiz is under the video. You can try each quiz twice and the highest score will be recorded as your grade. The lesson quizzes are NOT time controlled. You can spend as much time as you want. You can also look at a dictionary or the textbook.

- Questions may have several pages. Click "Next page" to continue (1 below).
- After answering all questions, click the "Finish attempt..." button (2 below). You can review if your answers were
 correct or not.
- To take the second attempt, click the "Return to the attempt" button (3 below).
- When finish the second attempt, click the "<u>Submit all and finish</u>" button (3 below). The system will ask you confirmation. Please confirm it. You will see the summary of your attempts (4 below).
- To review the correct answers after taking the second attempt, go back to the course main page and go to the "Grades page". Under "User report", choose the quiz you want to review (5 below). You can review the correct answers before the due date.



Hiragana, Katakana, and Kanji Quizzes: There are hiragana, katakana, and kanji quizzes on specified dates. The quiz is under the video. These quizzes are NOT time controlled, however, the kanji quizzes have time limitations. You have access to the quiz for only a limited time (there is an instruction on the quiz page). So, study well before you start taking the kanji quiz.

NOTE: *Type in Japanese:* You need to know how to type in Japanese to answer Moodle quizzes, starting from Lesson 2. Download the 'how to type in Japanese' instruction file on the course main page and set up the Japanese language bar on your computer.



4) Writing Homework and How to Submit

There is several writing homework. You need to use a regular pen and paper to do these assignments.

- (1) *Hiragana, Katakana, Kanji*: You must download the sheets to do these writing assignments. Sheets are on the course main page. <u>Scratch paper will not be accepted.</u> Click the icon titled "Hiragana, Katakana, and Kanji materials" in the "Hiragana, Katakana, Kanji" folder on the course main page.
- (2) *Dialogue*: Watch the dialogue video or read the dialogue skit first, then create your "own" dialogue along with the topic. "Own" dialogue means to change the contents a bit but still follow the main topic of the dialogue (e.g. New Friends, Shopping, etc.). You must use hiragana and katakana (and kanji, if you like) to write your dialogue. Do not type. There are video links at the bottom of each Lesson page. The dialogue skits are also in "Dialogue skits, Reading (L3-L6), Verb & Adjective lists" in the "Lessons" grid. You can also search dialogue videos on Youtube (search by "Genki dialogue").

 (3) *Reading* (depends on the semester; if this homework is required, it is indicated on the course schedule): Use the textbook 'Genki I', L3-L6 reading and writing pages, or you can download the same contents from the course main page (in the "Lessons" folder).

For (1), download the sheets from the course main page. (2) to (4) use the textbooks. For (2) and (4), you need to make a copy of the page(s) to submit (do not submit the textbooks).

Note:

- All writing homework must be hand-written. Typing will not be accepted (you will receive a 0 point for it).
- Do NOT use a stylus pen/touch pen (e.g. Apple pen) for the writing homework. You need to use a regular pen or pencil and write on paper by hand. If there is a specific paper for the assignment, you need to use it.
- Late homework submissions will NOT be accepted regardless of the reason. Early submission is welcomed.
- Starting from L2 dialogue homework, write your name in katakana on top of the homework sheet.
- Writing homework must be uploaded to a proper submission folder by due date. Each homework has a different submission folder.
- Copying another student's work is prohibited and it will be considered as <u>CHEATING or PLAGIARISM</u>. If such action is found, your final grade of this course will be an F.
- Convert to a PDF file: When uploading writing assignments to Moodle, please convert your assignment to a "pdf" file. Do not use other file formats, especially "HEIC" file. I cannot open that type of file, so cannot give any points.

5) Oral Practice with Your Partner

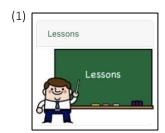
You will be assigned a conversation partner(s). Depending on availability, you may also have a Japanese partner(s) besides an UOG partner. Information about your partner will be announced after the semester starts. For oral practice, you <u>use a 'BBB'(BiqBlueButton)</u> link on the practice page (see below) and <u>use task sheets</u> assigned on the day. Do not use your private conference tools. Oral practice is scheduled on every Tuesday, Wednesday, and Thursday. You <u>cannot change the practice day or practice by yourself without a partner</u> unless you have a special reason and get an approval from the teacher. The online practice with your partner is **mandatory**. If you miss it more than <u>three times</u> without a reasonable reason, you will get an F in this course.

Once you received the contact information of your partner, please discuss the time to practice with your partner. You can do it any time during the practice day (T,W &TH). You need to watch the lesson video first, before you practice with your partner.

<How to use BBB>

• Open the 'Lesson" gride (1 below) and then click 'Oral practice with a partner' (2 below). You will see the task sheets and several BBB links on the left side of the page (3 below).

• Choose the Lesson of the day from the "Table of contents". To meet with your partner, you use one of the BBB. Please try "BBB 1" first. If another group is already using it when you login, use "BBB 2". If it is also taken, then use "BBB 3".

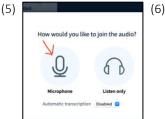


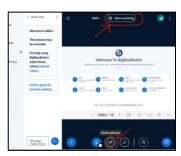




- BBB page will be open on a new tab. Click the "Join session" button (4 below). On the next page, choose "Microphone" (5 below), and choose "Allow", then "Join audio".
- Make sure to click "Start recording". Also click the "Share webcame, and then "Start sharing" button. If you
 do not do these, your practice will not be recorded, and you will not get the attendance point. You will be
 counted as absent.







- To share your screen, you need to click "Share your screen" (7 below) icon. Note that this function may not be available on *Firefox*. If so, use another browser such as *Safari*.
- To exit, click "Option" on top right corner (8 below), then choose "Exit meeting for all" (9 below).







NOTE

- *Keep the camera on during the practice
- *Use the "share screen" function to show which task you are doing
- * You must practice at least for **20 minutes**. If your practice is less than 20 minuets, you will not receive full points for attendance. If you finish practicing your task sheets earlier, you can review other lessons.

Note:

• If your partner does not respond to your message/calls or does not show up on BBB, please contact the teacher immediately. If you do not do anything, you will be considered as having missed this practice.

6) Oral Activity with the Teacher

You need to contact the teacher on the 'oral activity with the teacher' date (usually on Monday; see the schedule). Look at the course schedule to check which day it will be. We will use "Zoom with Teacher (Rm 1)" link on the course main page. Students will meet with the teacher and practice for 25-30 minutes (by group). Your contacting time will be announced shortly. If you are going to miss the practice for a justifiable reason, please contact the teacher immediately. If you miss the practice more than twice without a reasonable reason, you will get an F in this course.



* Behavior that students should be careful of during the oral activity with the teacher

The oral activities with the teacher are equivalent to in-class exercises. If an inappropriate behavior is noticed, you will not get full attendance points. If such behavior continues, you may be asked to leave the class (it will be counted as an absence). Examples of such behavior include (but are not limited to):

- Having someone sit next to you who is not enrolled in this course
- Having conversation or exchanging text message with other people
- Intentionally turn off your camera (other than internet connection issue)
- Watching something else on the computer screen
- Doing something (e.g., walking around, eating, doing some private things, etc.)
- Lying down
- Other acts that disrupt classes or cause a nuisance

8) Oral Performance Tests

You will have oral performance tests on the specified dates (see the schedule). See the study guide on the course main page for the details.

9) Midterm and Final Exam

The midterm and the final exam will be held on the specified date. See the study guide for the details on the course page. The exams are NOT an open book exam. You are NOT allowed to look at the internet, notes, memos, textbooks, or use translation tools, etc. Obtaining exam questions from someone before the exam is also prohibited. If such or any suspicious behavior is found, the exam will be invalid (0 points) and you will receive an F in this course.

*If you are going to miss or missed an oral performance test, Midterm, or Final exam for a valid reason, consult with the teacher ASAP (in advance, or within 24h after the test). Rescheduling of oral test and the exams may be considered, if you have a valid reason.

10) Any help?

Contact UOG Online Learning Center office in House 6 of the Deans Circle (Alstrom Drive).

TEL: (671) 735-2620 / 2621

Email: moodlehelp@triton.uog.edu

JA 101-30A Course Schedule OLL-HYB

*Subject to change

This is an intensive 8 week course. One day equals to two days contents in a normal semester

Look at the course schedule carefully and follow it. Never get behind. Do not miss more than 10 Moodle quizzes, 3 oral practices with a partner, 2 oral practices with the teacher. Cheating and Plagiarism are strictly prohibited.

- Watch the Lesson videos and Character videos (hiragana, katakana, or kanji) of the day, and do your homework.
- You will be assigned an oral practice partner. The practice must be <u>at least for 20 minutes</u>. If the 20 minutes is up and you haven't completed all the tasks, you can stop or continue. Depending on the availability, you may also have a Japanese partner. In that case, please be aware of the <u>time difference between Guam and Japan (Guam is 1 hour ahead)</u>. Japanese partners participate this activity voluntarily. So, do not show up late and make them wait.
- Lesson quizzes and character quizzes (hiragana, katakana, kanji) are on Moodle. You need to complete them by 11:59pm on the due day. Requesting to reopen Moodle quiz will not be entertained, except island-wise disaster or system errors.
- Please download the writing assignment sheets from the [Hiragana, Katakana, and Kanji materials and assignments] grid under [Hiragana, Katakana, Kanji]. Do not use scratch paper for these assignments. For dialogue, you need to watch the dialogue video or read the dialogue skit first and then create your own dialogue. You can use a scratch paper for dialogue. Upload your writing assignments to the specified submission folder by the due date. All writing homework must be **handwritten** (do not type) and converted to a **PDF** file. Typed homework will not be accepted (you will get 0 point for it).

Symbols used in the schedule below:

■ = watch a video.

© = oral practice with your partner(s) or oral activity with the teacher

W (under 'Homework due') = writing assignments

HE = Hiragana exercises (they are in the 'Hiragana, Katakana, Kanji' folder)

KE = Katakana exercises (they are in the 'Hiragana, Katakana,

Week 1	Online Contents & Things to Do	Homework due
1/22 (W)	Read the syllabus and course schedule carefully.	1) If you cannot contact the teacher between
	Obtain the textbooks from UOG bookstore or Genki website and	9:00am or 11:30am tomorrow, inform it on the
	download the course materials from Moodle.	'Communication & Announcement'.
	• Check Zoom links to see if it works on your computer (Click the	2) Answer Questionnaire 1 on the main page by 1/24
	Zoom icons on the course main page.	(F).
1/23 (Th)	1) ⁽¹⁾ Oral Activity with the teacher	1) Hiragana Intro Quiz
	Contact the teacher using Zoom at 9:00am or 11:30am	
	2) 🖭 Hiragana: Hiragana intro & sounds	
	1) MG Getting started - Part 2 (Greetings)	
	2) 🖭 Getting started - Part 3 (Student's expressions, Teacher's	
	commands)	
	*** You will receive the following information shortly:	
	Your oral practice partner's information.	
	Meeting time of the oral activity with the teacher.	
1/24 (F)	*Contact your oral practice partner(s).	1) Getting started 2 Quiz
	Review of the week:	2) Getting started 3 Quiz
	1) Review (self-study): greetings, students' expressions, teacher's	
	command, etc.	

Week 2	Online Contents & Things to Do	Homework due
1/27 (M)	1) © Oral Activity with the teacher Contact the teacher using Zoom at your assigned time 2) 圏 Hiragana: あ〜お、か〜こ、さ〜そ	1) HE 1 (a~ko) 2) Getting started 4 Quiz 3) Lesson 1 Vocabulary Quiz
	3) See Getting started - Part 4 (Useful words) LESSON 1 4) Lesson 1 Vocabulary	
	1) Hiragana Quiz 1 (あ~そ) 2) Lesson 1.1 (Name, Nationality, Occupation) 3) Lesson 1.2 (Hobby, Major, WH-type question: hobby & major)	1) Hiragana Quiz 1 (あ ~そ) 2) Lesson 1.1 Quiz 3) Lesson 1.2 Quiz
1/28 (T)	1) M Hiragana: た〜と、な〜の、は〜ほ 2) M Lesson 1.3 (Yes-No type question: nationality, Review questions: name, occupation, major, hobby) 1) Hiragana Quiz 2 (た〜ほ) 2) M Lesson 1.4 (Numbers 1~10, Year grade) 3) M Lesson 1.5 (O'clock)	1) HE 2 (sa~to) 2) HE 3 (na~ho) 3) Lesson 1.3 Quiz 1) Hiragana Quiz 2 (た~ほ) 2) Lesson 1.4 Quiz 3) Lesson 1.5 Quiz
	4) © Oral practice with your partner: Getting started 1~5 tasks, L1 vocabulary, L1.1, L1.2 tasks * Contact your oral practice partner using Zoom and practice conversation task(s) on Moodle. Before the practice, you must watch the lesson videos.	
1/29 (W)	1) 圏 Hiragana: ま〜も、や〜よ、ら〜ろ、わ〜ん 2) 凾 Lesson 1.6 (Tel Number) 3) 凾 Lesson 1.7 (Age)	1) HE 4 (ma~yo) 2) HE 5 (ra~n) 3) Lesson 1.6 Quiz 4) Lesson 1.7 Quiz
	1) Hiragana Quiz 3 (ま〜ん) 2) Lesson 1.8 (Talk about family members) 3) Oral practice with your partner: L1.3, L1.4, L1.5, L1.6 tasks (if time allows, review L1 vocabulary)	1) Hiragana Quiz 3 (ま 〜ん) 2) Lesson 1.8 Quiz
1/30 (Th)	1) M Hiragana: Voiced sounds, Stop sounds 2) M Lesson 1.9 (どこ, Review: introduce yourself) 3) M Lesson 1.10 (の)	1) HE 6 (voiced sounds) 2) HE 7 (words: a~n, voiced sounds, stop sounds) 3) Lesson 1.9 Quiz 4) Lesson 1.10 Quiz
	1) M Hiragana: Long vowels, Y-sounds 2) Lesson 1.11 (minutes) 3) Lesson 1.12 (month) 4) Oral practice with your partner: L1.7, L1.8, L1.9, L1.10 (if time, review L1.5, L1.6, L1.7)	1) HE 8 (words: long vowels, y-sounds) 2) HE 9 (How to type in hiragana) 3) HE 10 (Useful words) 4) Lesson 1.11 Quiz 5) Lesson 1.12 Quiz 6) W: Hiragana writing: Download the sheets (Do not use scratch paper), write answers on it (must be handwriting using a regular pen), and upload it to the "submission folder", by 1/31 (F), 11:59pm
1/31 (F)	Review of the week: 1) Review (self-study): Hiragana 'a' to Y-sounds, numbers, introduce yourself 2) Hiragana writing due	*Check Study Guide for Oral Performance 1

Week 3	Online Contents & Things to Do	Homework due
2/3 (M)	1) © Oral Activity with the teacher	1) Hiragana Quiz 4 (All)
2/3 (101)	Contact the teacher using Zoom at your assigned time	2) Lesson 1.13 Quiz
	2) Hiragana Quiz 4 (All)	3) W: Dialogue L1: Watch L1 dialogue video or read
	3) 🖭 Lesson 1.13 (Day of the week)	
	4) Dialogue L1: Watch the L1 dialogue video or look at the skit and	the dialogue skits (available to download from the
	create your own dialogue followed by the topic and use the	course main page) and make your own dialogue, upload it to the submission folder, due by 2/7 (F),
	structures & vocabulary in L1	11:59pm. <i>Handwrite</i> in hiragana & katakana (no
	Structures & Vocabalary III E2	Roma-ji) using a regular pen. <i>Read the instructions</i>
		on the course main page.
		1) KE 1 (a~ko)
	LESSON 2	2) KE 2 (words: a~so)
	2) 🖭 Lesson 2 Vocabulary	3) Lesson 2 Vocabulary Quiz
	3) Elesson 2.1 (これ/それ/あれは~です)	4) Lesson 2.1 Quiz
2/4 (T)		-
2/4 (1)	1) Katakana Quiz 1 (ア〜ソ)	1) Katakana Quiz 1 (ア〜ソ)
	2) M Katakana: タ~ト、ナ~ノ、ハ~ホ	2) KE 3 (sa~to)
	3) 🖭 Lesson 2.2 (Numbers ~100,000,000, いくらですか)	3) KE 4 (na~ho)
		4) KE 5 (words: ta~ho)
		5) Lesson 2.2 Quiz
	1) Katakana Quiz 2 (タ~ホ)	1) Katakana Quiz 2 (タ~ホ)
	2) 🖭 Lesson 2.3 (この/その/あの~)	2) Lesson 2.3 Quiz
	3) 🖭 Lesson 2.4 (だれの)	3) Lesson 2.4 Quiz
	4) © Oral practice with your partner: L1.11, L1.12, L1.13 tasks, L2	
	vocabulary	
2/5 (W)	1) M Katakana: マ〜モ、ヤ〜ヨ、ラ〜ロ、ワ〜ン	1) KE 6 (ma~yo)
	2) 🖭 Lesson 2.5 (も)	2) KE 7 (ra~n)
	3) �� Lesson 2.6 (~じゃありません)	3) KE 8 (words: ma~n)
	,	4) Lesson 2.5 Quiz
		5) Lesson 2.6 Quiz
	1) Katakana Quiz 3 ($ extstyle \sim extstyle >$)	1) Katakana Quiz 3 (マ〜ン)
	2) Lesson 2.7 (ここ/そこ/あ そこ)	2) Lesson 2.7 Quiz
	3) © Oral practice with your partner: L2.1, L2.2, L2.3, L2.4, L2.5	
	tasks	
2/6 (Th)	1) 🖭 Katakana: Voiced sounds, Stop sounds	1) KE 9 (words: voiced sounds, stop sounds)
	2) 🖭 Lesson 2.8 (どこ)	2) <u>Le</u> sson 2.8 Quiz
	3) Dialogue L2: Watch the L2 dialogue video or look at the skit and	3) W: Dialogue L2: Make own dialogue L2: upload to
	create your own dialogue followed by the topic and use the	the submission folder, due by 2/7 (F), 11:59pm
	structures & vocabulary in L2	
	1) 🖭 Katakana: Long sounds, Y-sound, Special sounds	1) KE 10 (words: long vowels, y-sounds)
	LESSON 3	2) KE 11 (How to type in katakana)
	2) 🖭 Lesson 3 Vocabulary	3) Lesson 3 Vocabulary Quiz
	4) 🖭 Lesson 3.1 (verbs)	4) Lesson 3.1 Quiz
	5) © Oral practice with your partner: L2.6, L2.7, L2.8 tasks, L3	
2/7/5	vocabulary (if time allows, review L2.3, L2.4, L2.5 tasks)	
2/7 (F)	Review of the week:	
	1) Review (self-study): high numbers, ~は~です (affirmative), ~	
	は~じゃありません (negative), verbs, etc.	
	2) L1 dialogue, L2 dialogue due	

Online Contents & Things to Do	Homework due
1) © Oral Activity with the teacher	
Oral Performance Test 1	
Contact the teacher using Zoom at your assigned time	
1) Katakana Quiz 4 (All)	1) Katakana Quiz 4 (All)
2) 2 Lesson 3.2 (は、を)	2) W: Katakana writing: due by 2/14 (F), 11:59pm
3) 🖭 Lesson 3.3 (Yes-No question: ~ます、~ません)	3) Lesson 3.2 Quiz
	4) Lesson 3.3 Quiz
1) 🖭 Kanji Intro	1) Lesson 3.4 Quiz
1) Kanji Intro Quiz	1) Kanji Intro Quiz (*time controlled)
2) 🖭 Lesson 3.5 (direction + に)	2) Lesson 3.5 Quiz
	1) Lesson 3.6 Quiz
2) 🖭 Lesson 3.6 (なんじに)	
1) 壓 Kanji L3 (五、六、七)	1) Lesson 3.7 Quiz
2) 🖭 Lesson 3.7 (place + で)	
3) © Oral practice with your partner: L3.5, L3.6, L3.7 tasks (if time	
allows, review L3.1, L3.2, L3.3, L3.4 tasks)	
1) 壓 Kanji L3 (八、九、十)	1) Lesson 3.8 Quiz
2) 2 Lesson 3.8 (~ませんか)	2) Lesson 3.9 Quiz
3) 🖭 Lesson 3.9 (Time frequency)	
1) 國 Kanji L3 (百、千、万)	1) Lesson 3.10 Quiz
2) 🖭 Lesson 3.10 (Month, Day of the week, Day of the month)	2) W: Dialogue L3: Make own dialogue L3: upload to
3) Dialogue L3: Watch the L3 dialogue video and create your own	the submission folder, due by 2/14 (F), 11:59pm.
dialogue followed by the topic and use the structures &	
vocabulary in L3	
	1) ⑤ Oral Activity with the teacher Oral Performance Test 1 Contact the teacher using Zoom at your assigned time 1) Katakana Quiz 4 (All) 2) Lesson 3.2 (は、を) 3) Lesson 3.3 (Yes-No question: ~ます、~ません) 1) Kanji Intro 2) Lesson 3.4 (なにを~ますか) 1) Kanji Intro Quiz 2) Lesson 3.5 (direction + に) 3) ⑥ Oral practice with your partner: L3.1, L3.2, L3.3, L3.4 tasks (if time allows, review L3 vocabulary) 1) Kanji L3 (一、二、三、四) 2) Lesson 3.6 (なんじに) 1) Kanji L3 (五、六、七) 2) Lesson 3.7 (place + で) 3) ⑥ Oral practice with your partner: L3.5, L3.6, L3.7 tasks (if time allows, review L3.1, L3.2, L3.3, L3.4 tasks) 1) Kanji L3 (八、九、十) 2) Lesson 3.8 (~ませんか) 3) Lesson 3.9 (Time frequency) 1) Kanji L3 (百、千、万) 2) Lesson 3.10 (Month, Day of the week, Day of the month) 3) Dialogue L3: Watch the L3 dialogue video and create your own dialogue followed by the topic and use the structures &

Week 5	Online Contents & Things to Do	Homework due
2/17 (M)	1) ② Oral Activity with the teacher 2) Kanji L3 (円、時) LESSON 4 3) Lesson 4 Vocabulary 4) Lesson 4.1 (Position words, ~の + position です) 1) Kanji L3 Quiz 2) Lesson 4.2 (あります vs. います)	1) W: Kanji L3 Writing Homework: Download <u>the</u> <u>sheet from the course main page</u> , upload to the submission folder due by 2/21 (F), 11:59pm. 2) Lesson 4 Vocabulary Quiz 3) Lesson 4.1 Quiz 1) Kanji L3 Quiz (*time controlled) 2) Lesson 4.2 Quiz
	2) 圏 Lesson 4.3 (~に~があります/います)	3) Lesson 4.3 Quiz
2/18 (T)	1) Manji L4 (日、本) 2) Lesson 4.4 (~の~に~があります)	1) Lesson 4.4 Quiz *Check the Study Guide for the Chapter Test
	1) 圏 Kanji L4 (人、月) 2) 圏 Lesson 4.5 (Schedule: 〜に〜があります) 3) ⓒ Oral practice with your partner: L4 vocabulary, L4.1, L4.2, L4.3, L4.4 tasks	1) Lesson 4.5 Quiz

2/19 (W)	1) º Kanji L4 (火、水)	1) Lesson 4.6 Quiz
	2) 🖭 Lesson 4.6 (Time words、 \sim ました)	
	1) ºº Kanji L4 (木、金)	1) Lesson 4.7 Quiz
	2) 🖭 Lesson 4.7 (Time frequency + question)	2) Lesson 4.8 Quiz
	3) 🖭 Lesson 4.8 (~じかん)	
	4) © Oral practice with your partner: L4.5, L4.6, L4.7 task (if time	
	allows, review L4 vocabulary)	
2/20 (Th)	1) 🖭 Kanji L4 (土、曜)	1) Lesson 4.9 Quiz
	2) 🖭 Lesson 4.9 (~でした)	
	1) 暨 Kanji L4 (上、下)	1) Lesson 4.10 Quiz
	2) 🖭 Lesson 4.10 (🕁)	2) Lesson 4.11 Quiz
	3) 🖭 Lesson 4.11 (dictionary form)	
	4) © Oral practice with your partner: L4.8, L4.9, L4.10 tasks (if time	
	allows, review L4.5, L4.6, L4.7 tasks)	
2/21 (F)	Review of the week:	
	1) Review (self-study): position, location, past event, etc.	
	2) Kanji L3 writing due	

Week 6	Online Contents & Things to Do	Homework due
2/24 (M)	Chapter Test 1 (L1-L3) *include L3 kanji, plus kanji '日本	
	人(にほんじん)′	
	This is NOT an Open-book exam. The use of dictionaries, textbooks	
	and notebooks, internet, translation tool, etc. is not allowed.	
	1) 壓 Kanji L4 (中、半)	1) Kanji L4 Quiz
	2) Dialogue L4: Watch the L4 dialogue video and create your own	2) W: Dialogue L4: Make own dialogue L4: upload to
	dialogue followed by the topic and use the structures & vocabulary in L4	the submission folder, due by 2/28 (F), 11:59pm.
2/25 (T)	1) 墜 Kanji L5 (山、川)	1) W: Kanji L4 Writing Homework: upload to the
	LESSON 5	submission folder, due by 2/28 (F), 11:59pm
	2) 🖭 Lesson 5 Vocabulary	2) Lesson 5 Vocabulary Quiz
	1) 🖭 Kanji L5 (元、気、天)	1) Lesson 5.1 Quiz
	2) 🖭 Lesson 5.1 (Adjectives)	
	3) © Oral practice with your partner: L4.11 task, L5 vocabulary,	
	L5.1 task (if time allows, review L4.8, L4.9, L4.10 tasks)	
2/26 (W)	1) ºM Kanji L5 (私、今、田)	1) Lesson 5.2 Quiz
	2) 🖭 Lesson 5.2 (Negative of adjective)	
	1) º Kanji L5 (女、男)	1) Lesson 5.3 Quiz
	2) 🖭 Lesson 5.3 (Past of adjectives)	
	3) © Oral practice with your partner: L5.2, L5.3 tasks (if time	
	allows, review L5 vocabulary, L5.1 task)	
2/27 (Th)	1) 🖭 Lesson 5.4 (Give a comment)	1) Lesson 5.4 Quiz
	2) 🖭 Lesson 5.5 (Like & Dislike)	2) Lesson 5.5 Quiz
	1) º Kanji L5 (見、行)	1) Lesson 5.6 Quiz
	2) 🖭 Lesson 5.6 (Negative form of like & dislike, とても&あまり)	
	3) © Oral practice with your partner: L5.4, L5.5, L5.6 tasks (if time	
	allows, review L5 vocabulary, L5.1, L5.2, L5.3 tasks)	
2/28 (F)	Review of the week:	
	1) Review (self-study): ~は~でした (past), dictionary form,	
	adjectives, etc.	
	2) Dialogue L4, Kanji L4 writing due	

Week 7 Online Contents & Things to Do Homework due
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3/3 (M)	Guam History and Chamorro	*Check Study Guide for Oral Performance 2
	Heritage Day	
3/4 (T)	1) I Kanji L5 (食、飲)	1) Lesson 5.7 Quiz
	2) ºº Lesson 5.7 (どんな)	
	1) ⊠ Lesson 5.8 (~ましょうか&~ましょう)	1) Lesson 5.8 Quiz
	2) © Oral practice with your partner: L5.7, L5.8 tasks (if time	
	allows, review L5.4, L5.5, L5.6 tasks)	
3/5 (W)	1) PLESSON 5.9 (Counters)	1) Lesson 5.9 Quiz
	2) Dialogue L5: Watch the L5 dialogue video and create your own	2) W: Dialogue L5: Make own dialogue L5: upload to
	dialogue followed by the topic and use the structures & vocabulary in L5	the submission folder, due by 3/7 (F), 11:59pm. 1) Kanii L5 Quiz
	1) M Kanji L6 (東、西)	1) Kanji L5 Quiz
	LESSON 6	2) W: Kanji L5 Writing Homework: upload to the
	2) 🖭 Lesson 6 Vocabulary	submission folder, due by 3/7 (F), 11:59pm.
	3) M Lesson 6.1 (How to make the て-form)	
	4) © Oral practice with your partner: L5.9, L6 vocabulary, L6.1	2) W: Dialogue L5: Make own dialogue L5: upload to the submission folder, due by 3/7 (F), 11:59pm. 1) Kanji L5 Quiz 2) W: Kanji L5 Writing Homework: upload to the
	(1)(2) tasks (if time allows, review L5.7, L5.8 tasks)	
3/6 (Th)	Charter Day	
3/7 (F)	Review of the week:	*Check the Study Guide for the Final
	1) Review (self-study): adjectives, te-form, etc.	
	2) Dialogue L5, Kanji L5 writing due	

Week 8	Online Contents & Things to Do	Homework due
3/10 (M)	1) © Oral Activity with the teacher	
	Oral Performance Test 2	
	Contact the teacher using Zoom at your assigned time	
	1) º Kanji L6 (南、北、口)	1) Lesson 6.2 Quiz
	2) ! Lesson 6.2 (~てください)	2) Lesson 6.3 Quiz
	3) ■ Lesson 6.3 (~てもいいです&~てはいけません)	
3/11 (T)	1) 國 Kanji L6 (出、右、左)	2) Lesson 6.4 Quiz
	3) M Lesson 6.4 (~て、~)	
	1) º Kanji L6 (分、先、生)	1) Lesson 6.5 Quiz
	2) © Lesson 6.5 (~から)	
	3) © Oral practice with your partner: L6.2, L6.3, L6.4 tasks (if time	
	allows, review L6 vocabulary)	
3/12 (W)	1) º Kanji L6 (大、学)	1) Lesson 6.6 Quiz
	2) M Lesson 6.6 (~ましょうか)	
	1) º Kanji L6 (外、国)	1) Kanji L6 Quiz
	2) Dialogue L6: Watch the L6 dialogue video and create your own	2) W: Dialogue L6: Make own dialogue L6, upload to
	dialogue followed by the topic and use the structures &	the submission folder, due by 3/13 (Th), 11:59pm.
	vocabulary in L6	3) W: Kanji L6 Writing Homework: upload to the
	3) © Oral practice with your partner: L6.5, L6.6 tasks (if time	submission folder, due by 3/13 (Th), 11:59pm
3/13 (Th)	allows, review L6.2, L6.3, L6.4 tasks) 1) Prepare for the Final (self-study)	
2/ 12 (111)	1/11 cpare for the final (sen-study)	
	1) Prepare for the Final (self-study)	
	2) © Oral practice with your partner: review L1 to L6 (your choice)	
	3) Dialogue L6, Kanji L6 Writing due	

3/14 (F)	Written Exam
	This is NOT an Open-book exam. The use of dictionaries, textbooks
	and notebooks, internet, translation tool, etc. is not allowed.