

Santa Rosa Junior College
Elementary Japanese, Part I (Japan 1, Course #2411), Fall 2019

Instructor: Hisayo Suzuki (鈴木 久代/すずき ひさよ)

Preferred contact method: email: hsuzuki@santarosa.edu

Classroom: Emeritus Hall Room 1520, Santa Rosa Campus

Class meeting times: M/W 4:00–6:00 pm

Office hours: M/W 3:15–3:55, Emeritus 1520 (location may be subject to change)

Language Lab: Emeritus 1525, Phone number: (707) 527-4469

Key dates for the traditional 18-week semester:

- Classes begin August 19
- Drop/Refund and Audit deadline is September 1
- Last day to add is September 8
- Last day to withdraw without “W” is September 8
- Last day to opt for Pass/No Pass is September 29
- Last day to withdraw with a “W” is November 17

Catalog Description:

Introduction to elementary Japanese grammar and development of all language skills (listening, speaking, reading, and writing) needed to effectively communicate using Japanese cultural patterns and conventions.

Transfer Credit: CSU; UC.

Student Learning Outcomes:

Students will be able to:

1. Initiate, maintain, and comprehend simple conversations in Japanese on everyday topics using statements and questions in the present tenses.
2. Write coherent paragraphs containing descriptions of people, places, and everyday activities.
3. Read level-appropriate material written in traditional Japanese.
4. Utilize Japanese in linguistically and culturally appropriate ways at the beginning level.
5. Demonstrate cultural awareness and insights about the Japanese-speaking world as well as the Japanese-speaking communities in the United States.

Required Course Materials, available at SRJC Bookstore:

- 1) Genki: An Integrated Course in Elementary Japanese, Level 1 Textbook (with CD), Japan Times/Tsai Fong, 2nd edition (2011), ISBN: 978-4-7890-1440-3
- 2) Genki: An Integrated Course in Elementary Japanese, Level 1 Workbook, Japan Times/Tsai Fong, 2nd edition (2011), ISBN: 978-4-7890-1441-0

Class Website in Canvas:

You must have access to the course Canvas website in order to read announcements and download class notes, handouts and files. The class Canvas website is linked to your portal and you can log into your course using your SRJC ID number and PIN code. You can also directly access the login page through <https://canvas.santarosa.edu/>.

Student Responsibilities:

- 1) At Home:

Attendance is crucial in this course and an extremely important element of overall successful classroom performance is careful advance preparation. You must prepare for class using the textbook,

workbook, and CD-ROM. As for reading and writing, you should study the hiragana, katakana and kanji so that you can read and write them accurately and rapidly.

Students are also responsible for checking their emails registered with SRJC/Canvas and course Canvas website regularly.

2) In Class:

You are responsible for using Japanese as much as possible and practicing the target structures and vocabulary. Please pay attention to your pronunciation and intonation. You should perform naturally and appropriately according to the given situation. Also, you are required to conduct yourself according to Japanese social conventions. No personal food in class, and take off your hat and sunglasses, please. Culturally inappropriate behavior interferes with smooth communication.

We will conduct ourselves in a manner which reflects our awareness of common standards of decency and the rights of others. All students are expected to know the Student Conduct Code (http://www.santarosa.edu/for_students/rules-regulations/scs/section1.shtml) and adhere to it in this class. Students who violate the code may be suspended from two classes and referred to Vice President of Student Services for discipline.

The best way to learn is through active participation; therefore, we respect others when talking by being on time, listening actively, and being polite even when we disagree. Please turn off the ringer of all electronic devices. You are not allowed to use a cell phone (text messages included) during class unless you are expecting an emergency call. If you use a laptop for note-taking, please sit in the front row with the sound off.

Evaluation:

1) Final Grade Breakdown:

Classroom participation:	25%
Written exams (Midterm & Final)	25%
Oral exam/Interview	2%
Quizzes	20%
Homework	25%
Individual Speech	<u>3%</u>
	100%

Grading Scale

<u>Grade</u>	<u>Total Achievement</u>
"A"	85 and above
"B"	75 and above
"C"	65 and above
"D"	55 and above
"F"	below 55

2) Grading Policies

- The grading will not be curved. It will be given according to how much progress as well as the effort you make between the beginning and the end of the semester. While your effort plays a crucial role in your grade, that is not enough. You must demonstrate the progress of your functional ability of your spoken and written Japanese. Your effort will be demonstrated by your commitment to your homework, participation in class activities and successful use of Japanese.
- For class participation, students will be given a grade (0–2) for each class, which I will record every time. (2: active participation based on good knowledge of material; 1: participation with fair knowledge of material; 0: poor or no participation)
- As part of the midterm, an oral exam will be given in the form of an individual interview during office hours and part of class. After the interview, you and I will discuss your progress as well as your questions, concerns, or suggestions, if any.
- There will be several small quizzes. In case of more than 5 quizzes, the lowest score will be dropped.
- Students are responsible for completing homework assignments as assigned. Homework can only be completed outside of class in non-erasable blue or black pen.
- Homework will usually be corrected in the classroom. While homework can be marked in class with a red pen, such work may not be presented as work completed at home. Homework grade is earned as follows: 2: completed, 1: not completed or poorly completed, 0: blank.
- Late assignments and makeup exams will not be accepted unless you have *a very good* reason, as determined by the instructor.

3) Final Grades

Students may **withdraw** from class without instructor permission and without incurring any grade penalty until the W deadline. This grade may be requested by the student only during the first two-thirds of any session and may be given by the instructor on or before the official census reporting date to students who have ceased attending class before that date. Students who stop attending class after this date may receive a grade of "F."

Students may check final grades at the online student portal approximately one week after the final exam. For privacy and security reasons, instructors may not post or give grades over the telephone or through e-mail. If you need an official grade report in the mail, please submit a self-addressed envelope with sufficient postage. During the semester, your grade points for individual elements will be available through the Canvas gradebook. The last day to report any missing grades is the review session before the final. No further changes will be made to the gradebook after this date.

The grade of "I" (incomplete) may be requested only with a valid, verifiable excuse and only if the student has successfully completed all but a small portion of the required coursework with a passing grade (at least 70% of the coursework must be complete). A student requesting an incomplete must do so by 24 hours after the final exam. An incomplete may be given only at the discretion of the instructor.

4) Attendance Policy

Absences, arriving to class late and leaving class early are counterproductive to learning. If you cannot come to class or need to leave class early, notify the instructor **before** class starts, sit close to the exit and leave without disturbing the instructor or other students. If you are 10 minutes late or leave 10 minutes early, it will lower the participation grade; if you arrive 30 minutes or more late or leave 30 minutes or more early, it will be counted as an absence (0 participation grade).

If you miss all or part of a class, you are responsible for obtaining any notes, announcements, etc. Attendance credit may not be provided without documentation such as a doctor's note. If you miss class **three** times or more for any reason, you should seriously consider withdrawing from the course due to the difficulty in making up missed material, and the teacher reserves the right to withdraw the student.

Missing the first two classes may also result in you being withdrawn from the course to allow other students to enroll. Students are responsible for officially withdrawing from the course if they stop attending.

ADA Compliance Statement:

If you need disability related accommodations for this class, such as a note taker, test-taking services, special furniture, use of service animal, etc., please provide the Authorization for Academic Accommodations (AAA letter) from the Disability Resources Department (DRD) to me as soon as possible. You may also speak with me privately during office hours about your accommodations. If you have not received authorization from DRD, it is recommended that you contact them directly. DRD is located in Analay Village on the Santa Rosa campus, and Petaluma Village on the Petaluma Campus.

Help:

Your questions are welcomed both in and out of class. If you cannot resolve your questions in class, I strongly recommend you come to see me during office hours. Tutors also available at Tutoring Center.

Email:

Email is checked once a day during business hours. Please type your email using complete sentences in a respectful manner to ensure a timely response.

Academic Integrity:

All written work is to be original; plagiarism of any kind will result in a failing grade on that assignment. Although students may work in pairs or groups to study or complete homework, they are required to write down the names of those with whom they have worked at the top of the paper.

Students who plagiarize or cheat may be suspended [for one or two class meetings by the instructor] and referred to the Vice President of Student Services for discipline sanction, in cases of egregious violation. See the college policy on academic integrity at: <http://www.santarosa.edu/polman/3acadpro/3.11P.pdf>.

Caveat:

The instructor reserves the right to make changes to the syllabus and will notify students of those changes in class.

Tentative Schedule (Subject to revision. See assignment calendar for details.)

Week	Date	Content
1	8/19 (M)	Orientation, Greetings, Introducing yourself, The Japanese sound and writing systems, Classroom Japanese, Language Lab Visit
	8/21 (W)	Classroom Japanese, Hiragana, Number, Time, Age, Occupations, Telephone Numbers
2	8/26 (M)	Classroom Japanese, Hiragana, Grammar 1.1, 1.2
	8/28 (W)	Quiz on Classroom Japanese/Greetings , Hiragana, Grammar 1.3, Chapter 1 Dialogue, Vocabulary
3	9/2 (M)	Labor Day, No class
	9/4 (W)	Hiragana, Chapter 1 Dialogue Performance
4	9/9 (M)	Quiz on Chapter 1 and Hiragana , Chap. 2 Dialogue, Higher Numbers, Hiragana rules
	9/11 (W)	Hiragana review, Grammar 2.1, 2.2
5	9/16 (M)	Hiragana Quiz 2 , Grammar 2.3, 2.4, Katakana
	9/18 (W)	Grammar 2.5–2.7, Katakana
6	9/23 (M)	Katakana, Dialogue Performance, Ch. 2 Review
	9/25 (W)	Chap. 2 Quiz , Chap. 3 Dialogue, Vocabulary, Katakana, Grammar 3.1
7	9/30 (M)	Grammar 3.1, 3.2; Katakana
	10/2 (W)	Grammar 3.3, 3.4; Katakana review
8	10/7 (M)	Katakana Quiz , Grammar 3.5, 3.6, 3.7
	10/9 (W)	Review, Writing Practice IV, Grammar 3.8
9	10/14 (M)	Kanji Quiz , Dialogue Performance, Review
	10/16 (W)	Midterm (in class), Individual Conferences (office hours)
10	10/21 (M)	Midterm Review, Chap. 4 Dialogue, Grammar 4.1
	10/23 (W)	Grammar 4.2
11	10/28 (M)	Grammar 4.3, 4.4
	10/30 (W)	Grammar 4.5, 4.6, 4.7
12	11/4 (M)	Grammar 4.8, Chap. 4 Dialogue Performance, Days/Weeks/Months/Years
	11/6 (W)	Chapter 4 Quiz , Festivals, Chap. 5 Dialogue, Vocabulary, Grammar 5.1
13	11/11 (M)	Veteran's Day, No Class
	11/13 (W)	Grammar 5.1
14	11/18 (M)	Grammar 5.2, 5.3
	11/20 (W)	Grammar 5.4, At the Post Office, Chap. 5 Dialogue Performance, Writing Exercise
15	11/25 (M)	Chapter 5 Quiz , Chap. 6 Dialogue, Vocabulary, Grammar 6.1, Education System
	11/27 (W)	Grammar 6.1, 6.2
16	12/2 (M)	Grammar 6.3, 6.4
	12/4 (W)	Grammar 6.5, 6.6
17	12/9 (M)	Grammar 6.7, Chap. 6 Dialogue Performance, Directions, Reading
	12/11 (W)	Final Individual Speech , Final Review
18	12/16 (M)	Written Final Exam

Acknowledgment of Receipt of Syllabus for Japan 1

Thank you for your interest in learning Japanese. In order to help make your learning experience a smooth and productive one, please familiarize yourself with the course policies and fill out the below.

Initial in the space provided:

_____ I have received my Elementary Japanese (Japan 1) syllabus and have read and understood all the enclosed materials.

_____ I understand that I may receive an occasional email at the email account registered with SRJC/Canvas, and that I am responsible for checking this email regularly.

Initial in the space provided:

_____ I have no objection to receiving an occasional call or email from the instructor at the number or personal email address listed below.

OR

_____ I prefer that the instructor not call or contact me at my personal email anytime during the semester.

Please print the below information clearly:

School(s) at which you are currently enrolled: _____
How long have you been at this school? _____

Past Japanese courses taken: _____ grade received: _____ and when: _____

My reasons for taking the present course (Japan 1): _____

Student Name: _____ Student ID#: _____

Phone #: _____ E-mail address: _____

Is the above email address registered with SRJC/Canvas? Yes: _____ No: _____

Student Signature: _____ Date: _____