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### JPNS 102.03: Elementary Japanese II

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**COURSE SYLLABUS**  
**JPNS 102 Elementary Japanese II**  
**Spring 2002**

**Classrooms and Time:**

Section 01: MTWRF 10:10 – 11:00 LA243  
Section 02: MTWRF 10:10 – 11:00 LA204  
Section 03: MTWRF 11:10 – 12:00 LA243

**Instructors:**

Section 01: Toshie Nono      Office: LA421              Tel: 243-2597      [tmono@selway.umt.edu](mailto:tmono@selway.umt.edu)  
Office Hours: Mon. 11:00-12:00, Wed. & Fri. 9:00-10:00  
Or by appointment

Section 02: Charles Cabell      Office: LA318              Tel: 243-5301      [ccabell@selway.umt.edu](mailto:ccabell@selway.umt.edu)  
Office Hours: Mon., Tue., Wed., Thurs.: 9:00-10:00  
Or by appointment

Section 03: Yuka Tachibana      Office: LA321              Tel: 243-5480      [yukat@selway.umt.edu](mailto:yukat@selway.umt.edu)  
Office Hours: Mon. & Wed.: 12:00-1:00, Tue. & Thurs.: 3:30-4:30,  
Wed.: 9:30-10:00 & 12:00-12:30  
Or by appointment

**Required Textbooks and materials:**

Japanese For College Students Vol. 1 and Vol. 2 (L.7 – L.13). International Christian University.

\*Be aware that from lesson 11 on you need a new textbook. Please purchase the new book at the beginning of the semester at UC bookstore.

FacPac: Homework and Work Sheets. Kanji Practice Notebook.  
Three-hole binder.

**Purpose of this course:**

Japanese 102 is the second half of an elementary course on spoken and written Japanese. Classes meet five times a week, and regular attendance and participation are expected. In addition, all students are required to spend time listening to tapes either at the Labo or at home. The goal of this class is to enable students to function linguistically in everyday situation involving **listening, speaking, reading, and writing** (students will become familiar with language usage that is appropriate to specific situations and given interpersonal relationships). All of these aspects of the language, as well as grammar, are studied and practiced in context. During the next fifteen weeks, you will learn basic Japanese language skills in common situations, such as: expressing desires, discussing choices and explaining or giving reasons, giving directions, stating impressions, explaining matters, describing people and things, using telephone, talking about one's abilities and talent, and so forth. Our primary focus in this course will be **spoken Japanese**, but you will also learn approximately sixty Chinese characters (Kanji).

**Instructional Format of the Course:**

This course meets five times per week, for 50 minutes per day. In addition, all students are required to spend **at least 100 minutes** in the language laboratory in LA103, listening to the language tapes for this course. Please sign the lab attendance record sheet to indicate your attendance each week. We will spend ten days on each lesson. **Day One** (Grammar Note and New Vocabulary) will be spent examining grammar and discussing new vocabularies. **Day Two** (Listening and Speaking) will be devoted to additional grammatical explanations, sentence patterns, expressions and formation or drills at the instructor's discretion. **Day Three** (Listening and Speaking) will have a small vocabulary quiz and will be devoted exclusively to drilling. **Day Four and Five** (Writing/ Reading) will be devoted to practicing writing Kanji (Day Four) and the reading exercise (Day Five). **Day Six** (Listening and Speaking) will be spent on drilling, dialogue reading or oral and conversational practice. Also we will have a kanji quiz on this day. **Day Seven** will be devoted to drilling and free conversation. **Day Eight** (Role Play and Homework Due) will be spent performing role play conversations in front of your peers. Role play scripts must be fully memorized. Students will perform specific tasks as directed by the role play "cards" in the textbook, using vocabularies and grammatical items not only from the current lesson but also from all the lessons previously studied. **Day Nine** will be devoted to review for the lesson test. **Day Ten** will be the lesson test.

**NOTE I: There will be no make-up assignments, quizzes, tests, or homework of any kind. This policy encourages students to stay abreast of their lessons and permits instructors to promptly mark and return assignments/quizzes, usually by the next day. Please do not ask for exceptions to be made.**

**Classroom Etiquette, etc.**

The atmosphere of the Japanese classroom will be maintained as far as possible at all times, in order to establish good habits without delay. For this reason, a few ground rules need to be established. These rules are neither optional nor flexible.

1. English will be permitted only during grammar lectures, or during the instructors' office hours. All other communications must be done in Japanese.
2. Instructors in this course (and all other Japanese courses) should be addressed as "Sensei," which means "teacher," and is the standard, obligatory form of address to any instructor in Japan. If you must speak English, address your faculty as "Dr. Tachibana," "Dr. Cabell," "Ms. Nono," and so forth. Never address your Japanese faculty by their first name.
3. Eating, drinking, and chewing gum greatly hinder language learning efficiency, so kindly feed yourselves before or after class. Sleeping, reading newspapers, doing your homework in class, and walking into class late are also good example of disruptive and disrespectful behavior. Please do not indulge in such behavior.

**NOTE II: Three late arrivals, even within the minutes of the bell, will be counted as one absence, and points will be deducted accordingly. Your professors take a very dim view of tardiness, as it is a disservice to yourself and your classmates who must endure the disruption which your late arrival necessarily causes. It also makes record keeping precarious for your professor, who has probably already taken role prior to your arrival. If late arrivals have been your habit, please reform yourself NOW.**

**Course Requirement:**

1. **Lesson Tests** (6). (35%) Each of these will take approximately 50 minutes to complete, and will include listening, reading, and writing section.

2. **Vocabulary & Kanji Quizzes.** (10%) Please note that all seven quizzes will count toward the final score, with no quizzes being “thrown out.”

3. **Homework.** (10%) You are required to complete all the homework, which includes “role play script,” “writing activity,” “writing kanji,” and “Review Exercise in FacPac.” You are required to submit them on Day Eight except for “role play script.”

PLEASE NOTE: Hereafter, your homework will be marked as “Satisfactory” (S) or “Unsatisfactory” (U), the latter being the grade in the event that the work has five or more errors, or if it is at all incomplete (any part incomplete or missing) or LATE or too messy to be read easily. “U” assignment cannot be resubmitted for remarking. This policy is to encourage you to put forth a full effort each and every time you do homework.

You must submit role play script two days before the role play presentation, although it will be corrected but not graded as a written assignment. Role play activity will be graded based only on the accomplishment of your oral performance.

4. **Role Play Presentation.** (5%) Seven oral presentations are marked in the course calendar. You will work alone or with partners. More details on the oral presentation will be given later in the course.

5. **Oral Tests.** (10%) Two oral tests will be scheduled. See course calendar schedule. Detailed information will be given in the classroom later.

6. **Language Laboratory Activity.** (5%) Beginning the first week of the semester, it is your responsibility to attend LL or use the LL tapes at home for at least 100 minutes per week, for a total of 1400 minutes over the course of fourteen weeks, the length of the semester counting forward from week 1. Please faithfully enter your minutes in the LL Record Sheet for your section of the class during the week that you attend. Late entries into the roster will not be permitted after a new week has begun. One hundred minutes per week will be converted to a score of ten for that week, 90 minutes a nine and so forth.

7. **Final Exam.** (25%) A comprehensive final examination will be given on the date and at the time set forth in the Spring 2002 course schedule. No exception will be made.

8. **Attendance.** You are expected to attend this class all the time. Students who miss more than three class sessions for whatever reason (including illness) will be penalized one point off their total final course percentage score for each additional absence. Ten or more absence constitutes an automatic failure in the course. In the unlikely event that you become seriously ill for many days or have a major family emergency, you must contact the professors immediately and we will try to make arrangement with you to catch up.

9. **Grade Distribution.**

A: 100-90

B: 89-80

C: 79-70

D: 69-60

10. **Grading Change.** If you want to change your grading, please contact your instructor as soon as possible.