CENTRAL TEXAS COLLEGE
SYLLABUS FOR JAPN 1411
BEGINNING JAPANESE I

Semester Hours Credit: 4

INSTRUCTOR: ______________________________
OFFICE HOURS: __________________________

I. INTRODUCTION
A. This course is designed to help learners build proficiency in the Japanese language, master the basics of Japanese pronunciation and writing, as well as basic introductions of oneself and others, respond to greetings and invitation, discuss daily activities and schedules, talk on the telephone, and respond to questions. This course presents and discusses elements of the Japanese culture. The four language skills (listening, speaking, reading, and writing) are the focus of this course.
B. This course may be used to satisfy the language requirements as outlined in your degree plan as well as satisfy any of humanities requirements.
C. This course is occupationally related and serves as preparation for careers in education, translation, diplomatic and other international services and organizations. With the latest business development in Japan many companies are opening offices in Japan with the need for bilingual representation.
D. Prerequisite(s): None

II. LEARNING OUTCOMES
Upon successful completion of Beginning Japanese I the student will be able to:

A. Identify basic vocabulary in context orally and in written form. (C5, C6, C15, C18, F1, F2, F3, F5, F6, F7, F10, F11, F13, F14, F15, F16)
B. Be able to meet some practical writing needs such as everyday events, short simple letters, topics related to personal experience. In listening - be able to understand sentence length utterances, which consist of limited vocabulary. Students will also be able to read simple text dealing with a variety of socials and basic needs. The text at this level includes descriptions and narration such as simple short stories, news items, simple songs, selected simple poems, social notices, and bibliographical information. (C1, C3, C5, C6, C15, C18, F1, F2, F3, F5, F6, F7, F10, F11, F12, F13, F14, F15, F16)
C. Communicate in Japanese by using cultural sensitivity. Cultural presentation materials will be included in course materials about Japanese culture from a variety of perspectives, including that of insider, cultural elite, or outsider. Issues of daily life, social responsibilities, morality, hobbies, personal relationships, and events such as holidays will give students a glimpse into the thought process of native speakers. (C5, C6, C8, C9, C13, C14, C15, C18, F1, F2, F3, F5, F6, F7, F8, F9, F10, F12, F13, F14, F15, F16, F17)

May 30, 2007
III. INSTRUCTIONAL MATERIALS

The instructional materials identified for this course are viewable through www.ctcd.edu/books

IV. COURSE REQUIREMENTS:

A. Class preparation:
The student will be required to prepare for class in advance according to the schedule presented in the syllabus. The student should read about the next lesson and come to class ready to enhance that knowledge. In-class time should be spent with the instructor to get as much help and to ask as many questions as possible pertaining to the lesson that was already prepared for at home. The student should ask the instructor questions in class, before or after class, during office hours, or by making an appointment. The student is also strongly encouraged to E-mail the instructor if time is of the essence.

B. Reading Assignments:
The student will be required to read the assigned lessons from the text book. There will be a written quiz on each lesson. Vocabulary from each lesson will be used in oral conversation during the class following the assignment.

C. Homework will be assigned on a regular basis and the student is expected to complete it in a timely fashion. The instructor is under no obligation to accept overdue homework assignments.

D. Listening Lab:
The student will be required to do the language lab work and complete all the assignments given by the instructor and from the textbook and CD. The listening activities are very important to the completion of your assignments.

E. Individual Project:
The students are required to submit one individual and one collaborative project.

F. Everything submitted to your instructor is graded accordingly and therefore contributes in the outcome of your final grade.

G. Class Performance:
If a class is missed, it is student’s responsibility to obtain the information missed during the class. The teacher will not repeat instructions or lessons for the classes the student misses. It is the student’s responsibility to make arrangements to take an exam early if he or she will not be able to attend class on one of those days. Failure to notify the instructor will result in a grade of zero on that test/quiz. There are no make-up quizzes.

H. Class Participation:
The percentage of student's grade is based on attendance and participation. The student will practice conversation with a partner during part of each class and will be graded on the effort put into these exercises.

V. EXAMINATIONS

A. There will be a test upon completion of each chapter, plus regular scheduled quizzes over specific topics.
B. A student must be present for all examinations. No make-up examinations will be given. Students who know in advance they will be absent from an examination due to valid reasons, must arrange to take an early examination if allowed by the instructor. Unexpected absences due to illness or extenuating circumstances require the student to see the instructor about individual make-up work in lieu of the missed examination. One exam maximum per semester may be allowed to be made due to valid reasons.

C. Students without excused absences will be given a zero for the examination missed. Quizzes will not be allowed to be made up under any circumstances.

VI. SEMESTER GRADE COMPUTATIONS

<table>
<thead>
<tr>
<th>Component</th>
<th>Possible Points</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graded Assignments</td>
<td>400</td>
<td>40%</td>
</tr>
<tr>
<td>Individual Project</td>
<td>100</td>
<td>10%</td>
</tr>
<tr>
<td>Collaborative Project</td>
<td>100</td>
<td>10%</td>
</tr>
<tr>
<td>Midterm</td>
<td>200</td>
<td>20%</td>
</tr>
<tr>
<td>Final</td>
<td>200</td>
<td>20%</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>1000</strong></td>
<td><strong>100%</strong></td>
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VII. NOTES AND ADDITIONAL INSTRUCTIONS FROM THE INSTRUCTOR

A. Withdrawal from Course: It is the student's responsibility to officially drop a class if circumstances prevent attendance. Any student who desires to, or must, officially withdraw from a course after the first scheduled class meeting must file an Application for Withdrawal or an Application for Refund. The withdrawal form must be signed by the student. Application for Withdrawal will be accepted at any time prior to Friday of the 12th week of classes during the 16-week fall and spring semesters. The deadline for sessions of other lengths is as follows: 11-week session Friday of the 8th week; 8-week session Friday of the 6th week; 5½-week session Friday of the 4th week. The equivalent date (75% of the semester) will be used for sessions of other lengths. The specific last day to withdraw is published each semester in the Schedule Bulletin. Students who officially withdraw will be awarded the grade of "W", provided the student's attendance and academic performance are satisfactory at the time of official withdrawal. Students must file a withdrawal application with the college before they may be considered for withdrawal. A student may not withdraw from a class for which the instructor has previously issued the student a grade of "F" or "FN" for nonattendance.

B. An Administrative Withdrawal: An administrative withdrawal may be initiated when the student fails to meet College attendance requirements. The
instructor will assign the appropriate grade on the Administrative Withdrawal Form for submission to the registrar.

C. **An Incomplete Grade:** The College catalog states, "An incomplete grade may be given in those cases where the student has completed the majority of the course work but, because of personal illness, death in the immediate family, or military orders, the student is unable to complete the requirements for a course..." Prior approval from the instructor is required before the grade of "I" is recorded. A student who merely fails to show for the final examination will receive a zero for the final and an "F" for the course.

D. Students who receive cellular calls and pages during class disrupt the normal classroom learning environment. To avoid this disruption, students must turn off all cellular phones, pagers, and beepers when entering the classroom.

E. Students are expected to initiate outside help if needed. It is the student's responsibility to monitor feedback provided by the instructor. There are various possibilities for obtaining outside help. Always see your instructor first for guidance.

F. **American’s with Disabilities Act (ADA):** Disability Support Services provides services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability Support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Explore the website at [www.ctcd.edu/disability-support](http://www.ctcd.edu/disability-support) for further information. Reasonable accommodations will be given in accordance with the federal and state laws through the DSS office.

G. **Instructor Discretion:** The instructor reserves the right of final decision in course requirements.

H. **Civility:** Individuals are expected to be cognizant of what a constructive educational experience is and respectful of those participating in a learning environment. Failure to do so can result in disciplinary action up to and including expulsion.

**VIII. COURSE OUTLINE**

A. Lesson One
   1. Lesson Outline:
      a. Course Introduction
      b. Greetings ad self-introductions
      c. Numbers 1 to 20
      d. Telephone numbers and time

   2. Learning Outcomes: Upon successful completion of this lesson, the student will:
      a. Greet others and introduce yourself
      b. Describe your classroom
      c. Count using numbers up 20
d. Ask and tell telephone numbers and time  
e. Discuss daily activities and schedules

3. Learning Activities:  
   a. Introductory lecture: explanation of the Japanese alphabet and sound system, introductory chapter overview, discussion of assignments (C5, C6, F1, F5, F11)  
   b. Oral/Visual practice in pronunciation and intonation (C7, F6)  
   c. Reading/writing practice based on the textbook, with visual aids presented by instructor (C7, F2, F12)  
   d. Conversation practice involving all class or smaller groups of students (C9, C14, C16, F6, F10 F14, F15)  
   e. Progress assessment: two short quizzes to include identification of letters and words.  
   f. Listening and writing exercises (C8, F5, F11)

4. Equipment and Materials:  
   a. Textbook and workbook, hand-outs  
   b. CD-ROM, Internet, posters, alphabet cards

B. Lesson Two  
   1. Lesson Outline:  
      a. Invitations  
      b. Weather  
      c. Locations and prices  
      d. Numbers 21 to 10,000  
      e. Writing systems

   2. Learning Outcomes: Upon successful completion of this lesson, the student will:  
      a. Describe activities and events in the past  
      b. Invite somebody to do something  
      c. Talk about the weather  
      d. Ask about location and price  
      e. Use numbers 21 to 10,000  
      f. Express likes and dislikes  
      g. Learn Katakana and Kanji writing system

   3. Learning Activities:  
      a. Continuation lecture: Japanese writing systems, discussion of assignments (C5, C6, F1, F5, F11)  
      b. Reading/writing practice based on the textbook, instructor handouts (C7, F2, F12)  
      c. Writing practice with small groups of students (C9, C14, C16, F6, F10 F14, F15)
d. Progress assessment: short quizzes to include identification of letters and words.
e. Dictation and writing exercises (C8, F5, F11)

4. Equipment and Materials:
   a. Textbook and workbook, hand-outs
   b. CD-ROM, Internet

C. Lesson Three

1. Lesson Outline:
   a. Nationalities and languages
   b. Introducing and giving information about yourself
   c. Things around the campus
   d. Personal pronouns and demonstratives
   e. Possessive Particles

2. Learning Outcomes: Upon successful completion of this lesson, the student:
   a. Discuss nationalities and languages
   b. Solicit and share personal information
   c. Name things around campus
   d. Ask questions
   e. Use personal pronouns and demonstratives
   f. Identify possessive particle

3. Learning Activities:
   a. Lecture: Presentation of preliminary materials (C5, C6, F1, F5, F11).
   b. Visual-cue practice in pronunciation and intonation (C7, F6).
   c. Conversation and drill on an all-class/small-group (C9, C14, C16, F15, F14, F10, F6).
   d. Writing/reading practice, utilizing the grammar and vocabulary of the textbook unit and extra visual aids as presented by the instructor: (C7, F2, F12).
   e. Progress assessment: (up to) two short quizzes, to include identification and use of specific vocabulary and grammar rules as given in the textbook and in-class lectures.
   f. Listening and writing exercises: (C8, F5, F1)
   g. Independent oral and written exercises: (C18, F5, F1, F11)

4. Equipment and Materials:
   a. Textbook and workbook, hand-outs
b. CD-ROM, Internet

D. Lesson Four

1. Lesson Outline:
   a. College campus
   b. Questions structure
   c. Nominative and Prepositional Cases
   d. Writing
   e. Introductions

2. Learning Outcomes: Upon successful completion of this lesson, students will:
   a. Talk about your campus
   b. Ask grammatically correct questions
   c. Write to a pen pal
   d. Introduce yourself and friends

3. Learning Activities:
   a. Presentation of preliminary materials (C5, C6, F1, F5, F11).
   b. Visual-cue practice in word recognition (C7, F6).
   c. Conversation and drill on an all-class/small-group (C9, C14, C16, F15, F14, F10, F6).
   d. Writing/reading practice, with extra visual aids as presented by the instructor: (C7, F2, F12).
   e. Progress assessment: short quiz, to include identification and use of specific vocabulary as given in the textbook and in-class lectures.
   f. Listening and writing exercises: (C8, F5, F1)
   g. Independent oral and written exercises: (C18, F5, F1, F11)

4. Equipment and Materials:
   a. Textbook and workbook, hand-outs
   b. CD-ROM and Internet

E. Lesson Five

1. Lesson Outline:
   a. Commuting
   b. Places around town
   c. Express existence and location
   d. Adjectives and adverbs
2. Learning Outcomes: Upon successful completion of this lesson, the student will:
   a. Talk about commuting
   b. Discuss places around town
   c. Express existence and location (addresses)
   d. Use grammatically correct adjectives and adverbs

3. Learning Activities:
   a. Presentation of preliminary materials (C5, C6, F1, F5, F11).
   b. Visual-cue practice in word recognition (C7, F6).
   c. Conversation and drill on an all-class/small-group (C9, C14, C16, F15, F14, F10, F6).
   d. Writing/reading practice, with extra visual aids as presented by the instructor: (C7, F2, F12).
   e. Progress assessment: short quiz, to include identification and use of specific vocabulary as given in the textbook and in-class lectures.
   f. Listening and writing exercises: (C8, F5, F1)
   g. Independent oral and written exercises: (C18, F5, F1, F11)

4. Equipment and Materials:
   a. Textbook and workbook, hand-outs
   b. CD-ROM and Internet

F. Lesson Six

1. Lesson Outline:
   a. Hometowns and neighborhoods, buildings and places
   b. Address and Locations
   c. Positional words
   d. Numerals and counters

2. Learning Outcomes: Upon successful completion of this lesson, the student will:
   a. Describe your hometown and neighborhood
   b. Talk about buildings and places around town
   c. Understand Japanese addresses
   d. Indicate locations
   e. Apply positional words
   f. Count using numerals and counters

3. Learning Activities:
a. Presentation of preliminary materials (C5, C6, F1, F5, F11).
b. Visual-cue practice in word recognition (C7, F6).
c. Conversation and drill on an all-class/small-group (C9, C14, C16, F15, F14, F10, F6).
d. Writing/reading practice, with extra visual aids as presented by the instructor: (C7, F2, F12).
e. Progress assessment: short quiz, to include identification and use of specific vocabulary as given in the textbook and in-class lectures.
f. Listening and writing exercises: (C8, F5, F1)  
g. Independent oral and written exercises: (C18, F5, F1, F11)

4. Equipment and Materials:  
a. Textbook and workbook, hand-outs  
b. CD-ROM and Internet  

G. Lesson Seven  
1. Lesson Outline:  
a. Schedules and Daily Activities  
b. Past polite form of the verb  
c. Particles showing grammatical relationships

2. Learning Outcomes: Upon successful completion of this lesson, the student will:  
a. Describe schedules  
b. Apply appropriate structure of the verb  
c. Discuss daily activities  
d. Use past polite verb forms  
e. Apply particles showing grammatical relationships

3. Learning Activities:  
a. Presentation of preliminary materials (C5, C6, F1, F5, F11).  
b. Visual-cue practice in word recognition (C7, F6).  
c. Conversation and drill on an all-class/small-group (C9, C14, C16, F15, F14, F10, F6).  
d. Writing/reading practice, with extra visual aids as presented by the instructor: (C7, F2, F12).  
e. Progress assessment: short quiz, to include identification and use of specific vocabulary as given in the textbook and in-class lectures.  
f. Listening and writing exercises: (C8, F5, F1)
g. Independent oral and written exercises: (C18, F5, F1, F11)

4. Equipment and Materials:
   a. Textbook and workbook, hand-outs
   b. CD-ROM and Internet

H. Lesson Eight

1. Lesson Outline:
   a. Weekends and holidays
   b. Suggestions and invitations
   c. Making phone calls

2. Learning Outcomes: Upon successful completion of this lesson, the student will:
   a. Discuss weekends and holidays
   b. Learn ways to make suggestions
   c. Make phone calls
   d. Know how to extend an invitation

3. Learning Activities:
   a. Presentation of preliminary materials (C5, C6, F1, F5, F11).
   b. Visual-cue practice in word recognition (C7, F6).
   c. Conversation and drill on an all-class/small-group (C9, C14, C16, F15, F14, F10, F6).
   d. Writing/reading practice, with extra visual aids as presented by the instructor: (C7, F2, F12).
   e. Progress assessment: short quiz, to include identification and use of specific vocabulary as given in the textbook and in-class lectures.
   f. Listening and writing exercises: (C8, F5, F1)
   g. Independent oral and written exercises: (C18, F5, F1, F11)

4. Equipment and Materials:
   a. Textbook and workbook, hand-outs
   b. CD-ROM and Internet