



**Division of Liberal Arts, Humanities & Education
World Languages Department**

<https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/world-languages/>

CHIN 1411: Beginning Chinese I | Lecture/Lab | # 22414

SPRING 2021 | 14 Weeks (2.1.2021-5.14.2021)
CRN:22414 HCC online | Mon, Wed, Fri 12:25-1:55pm
Semester Credit Hours | 4 Units

Instructor Contact Information

Instructor: Sophia Baltz
Office Hours: Monday-Friday 8:00-3:30 p.m.
HCC Email: sophia.baltz@hccs.edu

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and just to discuss course topics.

Instructor's Preferred Method of Contact

My preferred method of contact is email. Please use your HCC email address. I will respond to emails within 48 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

If you prefer to leave a voicemail on my office phone, please clearly state your name, which class you enrolled in, and the reason for your call. I will respond to your message via email. Please check your messages frequently.

What's Exciting About This Course

You will have an opportunity to learn not only basic vocabulary and grammar in Chinese but important cultural traditions of the Chinese-speaking world as well. Through your participation in class activities and assignments, you will develop listening, speaking, reading and writing skills that will allow you to be able to participate in a conversation about routine daily activities and read and write short passages in Chinese. Your enhanced linguistic skills will prepare you to take further coursework in Chinese in the future, which will open doors for you in the workplace, where bilingual personnel are in great demand.

My Personal Welcome

Welcome to Beginning Chinese I—I am excited that you have chosen this course. One of my passions is to know as much as I can about the Chinese language and the cultural values and traditions of its speakers, and I can hardly wait to pass that on. I will present the information in a way that will help you understand important concepts and apply them not only now, but also hopefully throughout your life. As you study the rules for grammar and spelling, new vocabulary, and readings and writing assignments that challenge you, I am available to assist you. The fastest way to reach me is by through HCC email. Of course, the best way to discuss issues is in person, and I am available during posted office hours to answer any questions you might have. My goal is for you to walk out of the course with a love for the language and a desire to take more courses in Chinese.

Prerequisites and/or Co-Requisites

The minimum requirements for enrollment in CHIN 1411 include placement in college-level reading (or take INRW 0420 or ESOLL 0370 as a co-requisite) If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Canvas Learning Management System

This section of CHIN 1411 will use [Canvas \(https://eagleonline.hccs.edu\)](https://eagleonline.hccs.edu) to supplement in-class assignments, exams, oral presentations and discussions, and activities. You can find the rubrics for scoring major assignments in Canvas. You will need to visit the course in Canvas regularly as many assignments will be submitted there rather than in class. HCCS Open Lab locations may be used to access the Internet and Canvas. **USE [FIREFOX](#) OR [CHROME](#) AS THE INTERNET BROWSER.**

HCC Online Information and Policies

Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

Textbook Information

The textbook listed below is **required** for this course.

Integrated Chinese, Vol 1, Cheng Tsui Web App

ISBN 9781622911721

Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview

CHIN 1411, Basic Chinese language skills in listening speaking, reading and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level.

Core Curriculum Objectives (CCOs)

CHIN 1411 satisfies the component area option in the HCCS core curriculum. The course addresses the following core objectives:

- **Critical Thinking**: Students will demonstrate the ability to engage in inquiry and

analysis, evaluation and synthesis of information, and creative thinking by completing an essay assignment on a topic introduced in the course readings.

- **Communication Skills:** Students will demonstrate effective expression of ideas through completion of two oral presentations and class discussion on cultural topics.

Program Student Learning Outcomes (PSLOs)

Can be found at: <https://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/world-languages/>

Course Student Learning Outcomes (CSLOs)

Upon completion of **CHIN 1411**, the student will:

1. Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the past.
2. Demonstrate understanding of level-appropriate spoken Chinese produced by Chinese speakers of diverse origins.
3. Write simple to moderately complex sentences using level-appropriate grammatical structures and organize them into cohesive paragraphs.
4. Read and comprehend level-appropriate authentic texts.
5. Identify and discuss traditions, customs and values of the Chinese-speaking world.
6. Compare and contrast the traditions, customs and values of the Chinese-speaking world with characteristics of their own culture.

Learning Objectives for CHIN 1411

Learning Objectives for each CSLO can be found at Learning Objectives for CHIN 1411 at: <https://learning.hccs.edu/programs/world-languages/chinese-course-learning-objectives>

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments so be sure to pay attention to the due dates of the assignments to allow yourself enough time to complete them. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires practicing and dedicated study time, using the course objectives as a guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments

- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by interacting with classmates in class discussions, online and in-person
- Read and comprehend the assigned material
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

Assignments, Exams, and Activities

Chapter Tests

You will take a test at the conclusion of each chapter. The tests will include the following sections: listening, grammar, reading, writing and speaking. Tests will count for 40% of your grade.

Online In-class Activities

In-class activities will include partner practice, oral drills, vocabulary practice and conversation practice on topics related to the assigned chapters in the textbook. Learning a second language requires lots of practice, and you will have an opportunity to practice what you have learned in class. You will spend an hour each week in a computer lab working individually on the online exercises that I have assigned for each chapter. Your participation in these activities will count as 15% of your grade.

Out-of-class Activities

The access code that accompanies your textbook has online activities for listening, grammar, reading, writing, vocabulary, and culture. Some of these will be done in the lab and the remaining ones will be done outside of class, either in a computer lab on campus or at home. In addition, you will submit a journal entry for each chapter you complete in the textbook. These activities will be graded and count for 15% of your grade.

CHIN 1411 Departmental Final Exam

All students enrolled in CHIN 1412 will be required to take a comprehensive departmental final exam. The exam will be very similar in format to the chapter tests you have taken at the end of each chapter. The difference is that it will cover all the chapters we have studied this semester. The final exam will be given the last week of the semester and it will count 30% of your final grade.

Grading Formula

Classwork(homework, participation, attendance, website work, etc)	40%
Chapter tests	30%
Departmental Final Exam	<u>30%</u>
	100%

Grade	Total Points
A	90-100
B	80-89
C	70-79
D	60-69
F	<60

Incomplete Policy:

In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

NOTE: True beginners of Chinese need to plan on an average of 8 hours per week or more of study time to keep up with the pace of the course, and to allow time to practice listening and speaking. We usually cover one chapter every two weeks.

Week 1:

Introduction to course, school/ class policy & procedures, syllabus.
 Introduction to Chinese Mandarin and China profile

Week 2:

Introduction to pronunciation & writing system.
 Chapter 1 Greetings & Numbers: 0-19
 Lab / Online practice
 Quiz

Week 3:

Chapter 1
 Greetings & Numbers:20-50
 Lab / Online practice
 Quiz

Week 4

Chapter 2 Family & Numbers: 50-100
 Lab / Online practice
 Quiz

Week 5:

Chapter 2
Lab / Online practice
Quiz: chapter 1

Week 6:

Chapter 3
Dates & Time
Lab / Online practice
Quiz: chapter 2

Week 7:

Chapter 3
Lab / Online practice
Midterm Exam
Quiz

Week 8:

Review for Chapter1-3
Lab / Online practice
Quiz

Week 9:

Chapter 4 Hobbies & Numbers
Lab / Online practice
Quiz

Week 10:

Chapter 4
Lab / Online practice
Quiz

Week 11:

Chapter 5
Visiting Friends
Lab / Online practice
Quiz

Week 12:

Chapter 5
Lab / Online practice
Quiz

Week 13:

Final Review
Video Project Presentation

Week 14:

Final Exam (See HCC Final Exam Schedule)

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Important Dates and Holidays

- First day of class: Feb 1
- Official day of record: Feb 22
- Last day to withdraw Apr. 7
- Last day of Instruction: May 10th
- Final Exam: May 10-13th

Instructor's Practices and Procedures

Missed Assignments

I may allow makeups for major assignments (compositions, exams) but with a late-work penalty. This will be on a case-by-case basis and will require advance notice with a justifiable reason.

Academic Integrity

I expect you to do your own work. You are not helping yourself by using something like "Google Translate" I will probably be able to tell if you have done that. There are consequences for cheating, plagiarism, collusion, etc. and can include a referral to the Dean of Student Services and possible expulsion from HCC. See the link below for details. Scholastic Dishonesty will result in a referral to the Dean of Student Services. See the link below for details.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

Attendance is very important and key to your success in the course. You will receive a grade for your participation in the class, and if you are not present, you will not be able to participate. It is also important so that you can keep up with the pace of the class and not miss assignments. Please communicate with me as soon as you know that you will need to miss a class.

Student Conduct

I expect you to conduct yourselves as responsible adults while you are in this class. That means respect for yourself, your classmates and your instructor. Your participation grade will suffer if you fail to behave responsibly.

Electronic Devices

There will be times during the course where you will be allowed to use your laptop or telephone to do class activities. However, if I find you wearing earplugs or checking your cell phone or laptop during a time when we are not using electronic devices, you will receive a "0" for participation for that day. Your preparation/participation will count 10% of your final grade, and you risk having your overall grade for the course go down.

World Language Program Information

For information on the AA degree in World Languages at HCC, follow this link:

<https://www.hccs.edu/finder/programs/associate-of-arts-in-world-languages---aaonline-option/>

For information on careers in world languages: <https://www.actfl.org/assessment-professional-development/career-resources/careers-using-language-skills>

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available

to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

disAbility Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries

concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

Department Chair: Professor Carlos Villacís
Email: carlos.villacis@hccs.edu
Telephone: 713-718-8882
Office location: West Loop, 2nd floor dept. chair suite

Dept. Secretary: Claudia Romero
Telephone: 713718-7783