



Dear Students,

Due to the recent disaster in our city with Hurricane Harvey, regular term HCC classes have been shortened from 16 weeks to 14 weeks to allow time for recovery efforts. The World Language program faculty have met and made adjustments to the course calendars and course content to accommodate this change. You can rest assured that you will be receiving the same high level of instruction despite the reduced number of weeks.

“If you are facing challenges securing food or housing and believe this may affect your performance in the course, we urge you to contact the Dean of Students for support. Furthermore, please notify your professor if you are comfortable in doing so.”

**World Language Program
Course Syllabus
BEGINNING JAPANESE I
JAPN 1411
CRN 35729– Fall 2017**

4 credits (3 lecture, 2 lab)
80 hours per semester
14 weeks

Type of Instruction: face-to-face

INSTRUCTOR: Tomoko Baker

E-mail. Tomoko.baker@hccs.edu

Course Location: Central Campus, San Jacinto Bldg

Class Meeting:

CE-SJAC 174	T		11:00 PM	1:20 PM	
CE-SJAC 134		R	11.00 PM	12:00 PM	Computer Lab
CE-SJAC 174		R	12:00 PM	1:20 PM	

COURSE DESCRIPTION

(per ACGM)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture.

(per HCC catalog)

CHIN 1411. Introduction to the Japanese language and Japanese culture. Development of basic skills in listening comprehension, speaking, reading, writing, and cultural awareness. Course

includes vocabulary building, conversation and grammar. Transfers as foreign language credit. Core curriculum course.

PREREQUISITES: Must be placed into INRW 0420 or ESOL 0360 or higher in reading and writing.

PROGRAM LEARNING OUTCOMES

Upon completion of JAPN 2312, the student will:

1. Speak clearly and fluently enough for a target-language speaker to understand and interpret intent without difficulty.
2. Comprehend the main points of standard discourse and authentic material in target language spoken at near-native speed.
3. Write simple descriptions and narrations of paragraph length on everyday events and situations in different time frames.
4. Read with understanding authentic written material in the target language on a variety of topics related to daily life in the target-language world.
5. Demonstrate knowledge and understanding of characteristics, perspectives, practices and products that reflect the culture of the target language.

COURSE STUDENT LEARNING OUTCOMES

Upon successful completion of **JAPN 1411**, students will:

- 1 Engage in conversations using level-appropriate grammatical structures including narrating events that take place in the present and producing questions and responses on a variety of topics dealing with everyday life.
2. Demonstrate understanding of level-appropriate spoken Japanese.
3. Write simple sentences and organize them into short paragraphs.
4. Read and comprehend level-appropriate texts.
5. Identify and discuss traditions, customs and values of the Japanese world.
6. Compare and contrast the traditions, customs and values of the Japanese world with characteristics of their own culture.

COURSE LEARNING OBJECTIVES

Students will:

- 1.1 speak using words, phrases and short sentences in a number of familiar contexts
- 2.1 comprehend words, phrases and sentences in standard spoken language where the context is familiar, mainly simple sentences using high frequency vocabulary.
- 3.1 write short simple sentences using learned vocabulary and grammatical structures within familiar contexts.
- 4.1 comprehend a passage in the target language on a topic related to daily life.
- 5.1 identify regions of the world and name some countries where Japanese is spoken.
- 5.2 demonstrate knowledge of a few basic facts about several Japanese-speaking countries or regions.

- 5.3 show understanding of Japanese customs relating to introductions and initial social contacts, interaction in public places, dining, interaction between family and friends.
- 5.4 show some understanding of issues in intercultural communication and cultural misunderstanding.

CORE CURRICULUM COMPETENCIES

Critical thinking, communication skills, teamwork, social responsibility, personal responsibility, and computer/information literacy

In our efforts to prepare students for a changing world, students may be expected to utilize computer technology while enrolled in classes, certificate, and/or degree programs within Houston Community College.

The specific requirements are listed below:

- **Books** – Students purchase a text book and a workbook. Students will be expected to complete the activities assigned by their instructor.
- **Email** – Students will be expected to use and check their HCC email.
- **Canvas** – Assignments may be posted on Canvas, the learning management system adopted by HCC. Students will be expected to be able to navigate in Canvas.

JAPN 1411 *TENTATIVE COURSE CALENDAR- 14 WEEKS

*The instructor reserves the right to make changes to the syllabus

NOTE: True beginners of Japanese 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. All assignments will be given in class by the professor. LAB hours will be bi-weekly.

Week	Topics	Exams
Week 1 9/12,14	GETTING STARTED PART 1: 46 syllables; pronunciation; greetings Introducing yourself, Japanese writing system (1): Hiragana	
Week 2 9/19,21	GETTING STARTED PART 2: Items in the classroom; Numbers: asking and telling telephone numbers, time, month and age, etc. Japanese writing system (2)	
Week 3 9/26,28	GETTING STARTED PART 3: Talking about daily activities; talking about likes and dislikes; Talking about future activities and events	
Week 4 10/3, 5	GETTING STARTED PART 4: Talking about activities and events in the past; weekly schedules; weather Hiragana writing; Introduction to Katakana writing	Exam #1 Part 1-3
Week 5 10/10, 12	GETTING STARTED PART 5: Higher numbers; asking location; asking about existence and price; talking more about likes/dislikes; Japanese writing systems: Hiragana, Katakana and Kanji	
Week 6 10/17, 19	Chapter 1 Nationalities and languages: Identification of the copula (semi- formal form) ; Possessive particle, “NO”; Japanese writing system: Kanji characters	Exam #2 part 4-5 Oral Exam

Week 7 10/24,26	Chapter 1 Personal information (age, academic major, school year, hometown, nationality, age, birth month)	
Week 8 10/31, 11/2	Chapter 1 Personal pronouns and demonstratives Items around campus; days of the week; asking questions: interrogatives	
Week 9 11/7,9	Chapter 2 Talking about commuting; adjectives (verbal adjectives & adjectival nouns in the affirmative and negative forms)	Exam #3 Chapter 1
Week 10 11/14,16	Chapter 2 Cities and neighborhoods; expressing existence (of animate and Inanimate objects),	
Week 11 11/21	Chapter 2 Buildings and places around town; indicating location; positional words; numerals and counters (for different items); counting people; showing location on a map	11/23 Thanks giving break-No class meeting
Week 12 11/28, 30	Chapter 3 The basic structure of Japanese verbs: semiformal form & dictionary form	
Week 13 12/5, 7	Chapter 3 Making suggestions	Oral Exam
Week 14 12/12	Final Exam (11:00 a.m.)	

NOTE: THE FINAL EXAM CAN NOT BE GIVEN BEFORE THE OFFICIAL EXAM

IMPORTANT DATES

First day of class: Sept. 11

Official date of enrollment: Sept. 22

Last day to drop/withdraw: Nov. 7

Instruction ends: Dec. 17

INSTRUCTIONAL METHODS

As your professor, I want you to be successful in this class. We will work together to achieve the levels of proficiency previously stated. I will create activities where you can experience, speaking, reading, writing, listening, and cultural understanding of Arabic. I will also pay attention to your learning style without sacrificing the standards you should achieve.

STUDENT ASSIGNMENTS

1. One writing assignment per chapter.
2. Weekly activities done in class and at home that support what is being covered in class each day. These activities include listening, reading, speaking, vocabulary, writing, and grammar exercises.

STUDENT ASSESSMENT

Students will be assessed through exams at the end of each chapter, performance on assigned activities, short compositions, and quizzes. Each exam will include listening comprehension,

grammar, vocabulary, reading, and writing. All the aforementioned assessment instruments determine how successful you are at achieving the learning outcomes previously outlined. If you find you are not mastering the language skills, please reflect on your study habits and time management skills and prepare for each class.

INSTRUCTOR'S REQUIREMENTS:

ATTENDANCE POLICY

Class will begin at the scheduled time. Please be on time, as coming and going is disruptive. The class roll will be called every day at the beginning of class. You are expected to attend classes every day and will be responsible for materials covered during your absence, as per the course lesson plan and additional materials assigned by instructor. You will lose points on the participation grade for every class missed. As per HCCS policies, stated in the Student Handbook (P. 2), your instructor has full authority to drop you after you have accumulated absences in excess of 10 hours, including lecture and laboratory time. However, it is recommended that you be responsible for dropping the course if you have been absent more than 10 hours of class. If you are late by more than 10 minutes or leaves class 15 minutes before the class ends, you will receive one 1/2 absence. After 2 of these absences you will get one full absence. Poor attendance records tend to correlate with poor grades. There are no excused or unexcused absences; they are all absences.

MAKE UP TEST POLICY

You **are responsible** for material covered during your absences. It is a good idea to exchange phone numbers with one or two other students for times when you miss a class. Make-up exams will not be given except in well-documented dire circumstances. You may only make up one exam per semester and the test will be given on the last day of class. Make-up tests will be different from regularly scheduled tests. Quizzes may not be made up. You **are responsible** for material covered during your absences. It is a good idea to exchange phone numbers with one or two other students for times when you miss a class. Make-up exams will not be given except in well-documented dire circumstances. You may only make up one exam per semester and the test will be given on the last day of class. Make-up tests will be different from regularly scheduled tests. Quizzes may not be made up..

HCC GRADING SCALE

The HCC grading scale is:

A = 100-90	4 points per semester hour
B = 89-80	3 points per semester hour
C = 79-70	2 points per semester hour
D = 69-60	1 point per semester hour
59 and below = F	0 points per semester hour
W (Withdrawn)	0 points per semester hour
I (Incomplete)	0 points per semester hour
AUD (Audit)	0 points per semester hour

INSTRUCTOR GRADING CRITERIA

Your grade will be determined by the following	Details	Percent of Final Average
Exams	Chapter Tests, Oral Exam (mid-term), and Character quizzes.	40 %
Homework	You will have homework assignment <u>every day</u> . Homework is practice of what you learned in class. Sometimes we will check your homework in the class, and sometime you will turn it in.	15 %
Class Performance	Students must participate in class each day. See below for explanation of what participation includes.	15 %
Final Exams	The Final Exam (Oral and Written) will cover all the chapters covered this semester.	30 %

*Class participation, Attendance, Preparation and Quizzes are essential in a foreign language class. Learning a foreign language requires a lot of dedication and focus. The pace moves quickly, and a lot of material is covered in each chapter. Points will be reduced by 5 points for every class period missed and by 5 points for every incidence of failure to participate or prepare for class. Specifically, you are expected to:

- Attend all classes
- Arrive on time and remain the entire class
- Bring your textbook to every class
- Prepare for class and be actively involved in class (not on Facebook)
- Stay on task, on the correct page and exercise
- Turn off and remove from sight all electronic devices once you enter the classroom
- Refrain from talking during the instructor's lessons, chatting off topic in peer groups when you have been given a group assignment, or studying for other classes

REQUIRED INSTRUCTIONAL MATERIALS

1. Textbook: *"Yookoso!" An Invitation to Contemporary Japanese, 3rd Edition, McGraw Hill*
2. Workbook: *Workbook/Laboratory Manual to accompany "Yookoso!"*

Students will have access to audio, video, and supplementary pages through the publisher's web site. The student's password will be provided on the first page of the textbook. The publisher's web site is: www.mhhe.com/yookoso3

NOTE: All students must have their books by the second day of classes. Books can be bought at any HCCS bookstore.

HCC POLICY STATEMENTS:

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 Houston, TX 77266-7517 or Institutional.Equity@hccs.edu

STUDENTS WITH DISABILITIES

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including 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/district/students/disability-services/>

CAMPUS CARRY

At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at:

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

ACADEMIC HONESTY

Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/ or disciplinary proceedings may be initiated by college district officials against a student accused of scholastic dishonesty. "Scholastic Dishonesty" includes, but is not limited to, cheating on a test, plagiarism and collusion. Possible punishments for academic dishonesty may include a grade of "0" or "F" on the particular assignment, failure in the course, and/or referral to the college Dean of Student Services for disciplinary action up to and including expulsion. Students have the right to appeal the decision.

STUDENT ATTENDANCE

You are expected to attend all lecture classes and labs regularly. You are also responsible for materials covered during your absences. Instructors may be willing to consult with you for make-up assignments, but it is your responsibility to contact the instructor. Class attendance is monitored daily. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences. You may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab). For example:

- For a 4 credit-hour lecture/lab course meeting 5 hours per week (80 hours of instruction), you can be dropped after 10 hours of absence.

Departments and programs governed by accreditation or certification standards may have different attendance policies. Administrative drops are at the discretion of the instructor. Failure to withdraw officially can result in a grade of "F" in the course.

REPEATING COURSES

As a result of recent Texas legislative changes, please be advised that HCC is charging additional tuition for students who enroll in the same class three or more times at HCC. While it is the hope of HCC that students will be successful in their first attempt at classes, we realize that life demands, academic struggles, and other issues may result in students needing to take the same class more than once. Speaking with an advisor will help you develop student success skills, improving your overall academic performance. If a student repeats a course in which a grade (A-F) has been received, the highest grade received at HCC is the permanent grade for the course and will be used in computing the GPA. All grades earned in a given course will be reflected on the transcript. Other colleges may compute the GPA differently than HCC.

WITHDRAWALS

Students must withdraw by the withdrawal deadline (**Nov. 7**) in order to receive a "W" on a transcript. Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online Academic Calendar at www.hccs.edu/hccs/current-students/academic, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC advisor to determine class withdrawal deadlines.

Be certain you understand HCC policies about dropping a course and consult with a counselor/advisor to determine if withdrawing is in your best interest. It is your responsibility to withdraw officially from a class and prevent an "F" from appearing on your transcript. Senate Bill 1231 and limits the number of W's a student can have to 6 classes over the course of their entire academic career. This policy is effective for students entering higher education for the first time in Fall 2007 and subsequent terms. Withdrawals accumulated at any other Texas public higher education institution count toward the 6 course total. Withdrawals for certain circumstances beyond the students control may not be counted toward the 6-drop limit.

In addition, withdrawing from a course may impact your financial aid award or eligibility. Contact the [Financial Aid Office](#) or website to learn more about the impact of withdrawing on financial aid

USE OF ELECTRONIC DEVICES IN THE CLASSROOM

The use of electronic devices by students in the classroom is up to the discretion of the instructor. Any use of such devices for purposes other than student learning is strictly prohibited. If an instructor perceives such use as disruptive and/or inappropriate, the instructor has the right to terminate such use. If the behavior continues, the student may be subject to disciplinary action to include removal from the classroom or referral to the Dean of Student Services.

STUDENT CODE OF CONDUCT

Houston Community College views college-level students as adults who subscribe to a basic standard of conduct, which requires that they not violate any municipal, state or federal laws. Furthermore, no student may disrupt or otherwise interfere with any educational activity or fellow students' right to pursue academic goals to the fullest in an atmosphere appropriate to a community of scholars. Any student failing to abide by appropriate standards of conduct during scheduled college activities may result in disciplinary action. Students suspected of violating the student code of conduct will be subject to the disciplinary process. Students have the right to due process.

TUTORING: One important key to success in college is learning to use available resources. Houston Community College provides many tutoring opportunities for students in almost all areas.

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 department chairs after the end of the term. EGLS3 surveys are only available for the Fall and Spring semesters. There are no EGLS3 surveys during the Summer semester due to logistical reasons.