This 10-page course outline contains all the information you need to know about LJPN200. Please be sure to check this before you ask questions. Answers to your question may already be in here.

クイズ： このしゃしんは、日本のどこでしょうか。 （こたえは、さいごのページにあります。）
LJPN200 (AUCC3B: Arts & Humanities and gtPathways) CRN 64942
SECOND-YEAR JAPANESE I  Fall 2014  COURSE OUTLINE
日本語二年生 コースアウトライン 2014年 秋学期

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Course/FL Mail Office Information コースのじょうほう

1. What are the course and section number how many credits do I earn?
   こたえ LJPN200. Section 001, 5 credit course
2. What is the CRN for this course?
   こたえ CRN 64942
3. What time does this course start and what time does it end?
   こたえ This course meets daily and starts at 1:00 pm and
   ends at 1:50 pm
4. Where is the classroom?
   こたえ Clark Building C-Wing 213
5. Where is the Foreign Languages Department Main Office located and what is the contact
   number?
   こたえ The Main Office is located in Clark Building C-wing 104. Phone number
   is 970-491-6141

Instructor Information/Office/Office Hours

1. What is the instructor’s name?
   こたえ Ms. Mako (rhymes with Taco) Beecken
2. Where is her office located?
   こたえ Clark Building C-wing 124A
3. When are her office hours?
   こたえ Monday: 11:00-11:50 am, Tuesday: 2:00-2:50 p.m. and Wednesday
   4:00-4:50 p.m. or by appointment
4. How can I contact her?
   こたえ by email: masako.beecken@colostate.edu
   こたえ By visiting her during her office hours
   こたえ By calling her and leaving a message on voice mail: 970-491-5275

Course Materials:

1. What’s required?
   こたえ Text: “Yookoso!” Continuing with Contemporary Japanese by Yasu-Hiko Tohsaku (3rd
   Edition)
   こたえ Workbook/Laboratory Manual to accompany “Yookoso!” (Keep it in a three-hole binder)
   こたえ Course packet (available at CSU bookstore)
   こたえ Kanji journal packet (available at CSU bookstore)

2. What’s recommended?
   こたえ Kanji dictionary (NTC’s New Japanese-English Character Dictionary, The Compact
   Nelson Japanese-English Character Dictionary or The Kodansha Kanji Learner’s
   Dictionary are recommended.)
   こたえ Electronic dictionary
   こたえ A Dictionary of Basic Japanese Grammar by S. Makino and M. Tsutsui, The Japan Times,
   ISBN 4-7890-0454-6

3. What’s required to be brought to every class?
   こたえ Textbook and packet
   こたえ Writing tools including pencil or mechanical pencil
   こたえ A thin notebook for this course.
Course Objectives:
1. To further develop the basic language skills of listening, speaking, reading, and writing in order to enable proficient communication in contemporary Japanese.
2. To learn various speech styles and levels in the Japanese language.
3. To review previously learned kanji characters and learn 76 new ones.
4. To acquire general knowledge of Japanese people and culture, and broaden students’ views.

Expected Outcome: Upon completion of this course,

1. Will I be able to carry on a conversation with a native Japanese speaker on familiar topics in Japanese?
2. Will I be able to use appropriate levels of politeness and speech style in a culturally sensitive situation?
3. Will I be able to write a short composition in Japanese using appropriate grammatical structures and a fair amount of kanji characters?
4. Will I be able to give a short presentation in Japanese?
5. Will I become more culturally sensitive by understanding differences and similarities in different cultures?
   Yes to all questions contingent upon your commitment to exercising your responsibilities as stated under Student Responsibilities below.

Foreign Language Multimedia Center Information:

1. Where is it located?
   The FL Multimedia Center is located in Clark Building C-wing 145.
2. What time is it open?
   Monday through Friday: 8:00 a.m.-6:00 p.m.
**Student Responsibilities:**

1. Follow directions.

2. Attend class regularly and come PREPARED by reading the assigned pages in the textbook. Participate in class activities actively. Make the utmost effort to work harmoniously with classmates. If you miss a class, it is your responsibility to find out what was taught, what exercises were covered in the class, and how to prepare for the next class. You are responsible for monitoring what work they may have missed and to request arrangements for makeup work if/when makeup work is allowed.

3. Make the utmost effort to interact in Japanese as much as possible with your classmates, helpers, volunteer instructors, and the instructor.

4. Submit all homework assignments, including listening assignments, by the designated dates. (see **Assignments**)

4. You should expect to spend 10 - 15 hours outside of the classroom per week on reading assigned pages, completing homework, reviewing, working with group members to prepare for presentations, etc.

5. Course grades are based on several criteria (see Grades on page 7). Grades may be posted on RamCT. However, you are responsible for keeping track of your progress and performance in each area. Ask the instructor any questions you may have regarding your grades.

6. Inform, ask and communicate with the instructor about any questions, problems, concerns you may have and/or for advice.

**Academic Dishonesty:** This course adheres to the Academic Integrity Policy listed in the [Colorado State University General Catalog](#) (Page 7) and the [Student Conduct Code](#). Any student found responsible for having engaged in academic dishonesty will be subject to academic penalty and/or University disciplinary action. The instructor shall follow the procedures in accordance with the Faculty Manual ([SECTION I. ACADEMIC AND LEGAL MATTERS, I.5 Academic Integrity Policy and Misconduct Procedures](#)). See page 10 for an excerpt.

1. Read page 10, print and [sign your name and submit by September 1 (Fri)](#).
Policies:

1. There will be no make-up tests or quizzes. If you miss a test/quiz, your grade on that test/quiz will be a zero. Exceptions will be made at the instructor’s discretion and only in cases where there are valid reasons supported by documentation. You may retake (not make up) kanji quizzes as many times as you wish until you receive a satisfactory score, within one week after the quizzes are returned, **as long as you earn 50% or more on the original quiz.** If you miss more than 15 minutes of class period, you will be marked as absent.

2. The final exam is given only at the time and date stated in the syllabus. Exceptions can be made if you have three or more final exams on the same day. Exceptions may be made at the instructor’s discretion and only in cases where there are valid reasons supported by documentation.

3. No hats or caps may be worn in the classroom.
   No drinks (except for water) or food, including chewing gum, are allowed in the classroom. If you have special needs for eating and/or drinking something besides water, contact your instructor beforehand for permission.

4. All electronic devices (smart phones, iPods, etc.) must be in silence mode and used only necessary for class related needs (no texting). Any device that disrupts class meetings will be confiscated by the instructor and held until after class.

Frequently asked questions:

1. My parents bought a plane ticket for me to leave for home before finals week. Can I take a final exam earlier?
   ➤ No.

2. My friend/brother/sister is getting married on the day a Japanese chapter exam/quiz is scheduled. Can I take it earlier?
   ➤ No.

3. I have a doctor’s appointment on the day our group is scheduled to give a presentation. Can our group go earlier?
   ➤ No.

4. I need to see my adviser so can I leave class early?
   ➤ You may. However, if you miss more than 15 minutes, you will be recorded as absent. Also, for any missed work/quizzes/tests, your grade will be zero.

5. There is an important anime convention this weekend. Since I don’t have a car, I must leave on Friday to get a ride with my friend. Can I give you any make-up work such as writing a report on this convention?
   ➤ No.

6. My job is very important and I need to work extra to cover for someone else today. Can I come to class to just turn in my homework assignments or can I have someone deliver my assignments to the instructor or can I leave my assignments with the Foreign Languages Main Office so they won’t be marked late?
   ➤ No. But you may submit your assignments during the previous lesson if you attend that class.

7. I don’t like to communicate with the instructor but now I have no idea what’s going on in class and am very frustrated. What can I do?
   ➤ Contact the instructor immediately and explain the situation.
Assignments:
Assignments are due on the designated dates and must be submitted at the beginning of the class that you attend. Although some late assignments are accepted, those grades will be lowered by one letter for each missed class period (up to two times). The quality and the level of completion of your work will also affect the grade.

1. Workbook assignments: Before submission, corrections must be made clearly with a color pen (not red) when answer keys are available on RamCT.
   *If you don’t follow this direction, your assignment will be returned without a grade. If you don’t have a color pen, ask the instructor to provide you with one.

2. Listening assignments: Two submissions must be made for each chapter. First, the instructor will check that you have completed the listening sheets. Once the sheets are returned, you are then expected to make written corrections using a color pen (not red) by referring to the answer keys available on RamCT. Only the INSTRUCTOR uses a red pen. Corrected listening assignments will be resubmitted for a grade, as per the syllabus. YOUR GRADES FOR LISTENING ASSIGNMENTS WILL BE BASED ON THE SATISFACTORY COMPLETION OF BOTH OF THESE TWO STEPS.
   *If you don’t follow this direction, your listening assignment will be returned without a grade. If you don’t have a color pen, ask the instructor to provide you with one.

Grades: This course is a 5 credit course. Final course grades are determined based on the grade in each criterion and overall performance throughout the semester.

1. Grading Criteria:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>37.5%</td>
<td>Exams/Quizzes</td>
</tr>
<tr>
<td>15%</td>
<td>Homework Assignments</td>
</tr>
<tr>
<td>15%</td>
<td>Writing Assignments</td>
</tr>
<tr>
<td>15%</td>
<td>Presentation</td>
</tr>
<tr>
<td>17.5%</td>
<td>Speaking &amp; Participation</td>
</tr>
<tr>
<td>7.5%</td>
<td>Midterm Examination 中間試験（ちゅうかんしけん）</td>
</tr>
<tr>
<td>10%</td>
<td>Final Examination 期末試験（きまつしけん）</td>
</tr>
<tr>
<td>10%</td>
<td>Grammar Quizzes 文法の小試験（ぶんぽうのしょうしけん）</td>
</tr>
<tr>
<td>10%</td>
<td>In-class composition 作文（さくぶん）</td>
</tr>
<tr>
<td>7.5%</td>
<td>Kanji Quizzes 漢字の小試験（かんじのしょうしけん）</td>
</tr>
<tr>
<td>7.5%</td>
<td>Homework assignments しゅくだい</td>
</tr>
<tr>
<td>7.5%</td>
<td>Listening assignments 聴解のしゅくだい（ちょうかいのしゅく</td>
</tr>
<tr>
<td>5%</td>
<td>Kanji Journal 漢字練習帳（かんじれんしゅうちょう）</td>
</tr>
<tr>
<td>15%</td>
<td>Culture Project/Presentation 文化発表（ぶんかはっぴょう）</td>
</tr>
<tr>
<td>10%</td>
<td>Oral Interview 面接試験（めんせつしけん）</td>
</tr>
<tr>
<td>7.5%</td>
<td>Participation and contribution 出席と参加（しゅっせきとさん</td>
</tr>
<tr>
<td>Max 2.5%</td>
<td>Extra Credit (Language Camp, etc)</td>
</tr>
</tbody>
</table>
Class participation and contribution: Active class participation and using the target language are essential parts of becoming proficient in a foreign language. Unexcused absences or tardiness will negatively affect your participation grade.

[Grading criteria for Class participation and contribution]
A  Comes to class regularly, volunteers frequently, always makes an effort to use Japanese, responds appropriately when called on, offers positive contributions to the class.
B  Comes to class regularly, volunteers occasionally, usually tries to use Japanese, always responds when called on.
C  Sometimes misses class, seldom volunteers, doesn’t make much effort to use Japanese, usually responds.
D  Misses class often, never volunteers, makes little effort to use Japanese, often uses English, occasionally responds.

2. Final Course Grades are as follows using + and – grades. Note that below 73% is a D.

<table>
<thead>
<tr>
<th>Score</th>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>97 or above</td>
<td>A+</td>
<td>4.0</td>
</tr>
<tr>
<td>93 (excellent)</td>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>90</td>
<td>A-</td>
<td>3.67</td>
</tr>
<tr>
<td>87</td>
<td>B+</td>
<td>3.33</td>
</tr>
<tr>
<td>83 (good)</td>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>80</td>
<td>B-</td>
<td>2.67</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Score</th>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>77</td>
<td>C+</td>
<td>2.33</td>
</tr>
<tr>
<td>73</td>
<td>C (average)</td>
<td>2.00</td>
</tr>
<tr>
<td>60-72</td>
<td>D (poor, but passing)</td>
<td>1.00</td>
</tr>
<tr>
<td>59 or below</td>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

3. Speech Contest participation:
There will be a statewide Japanese speech contest held in Denver on November 8th. Two participants will be selected at the 200 level. If you are interested in participating, inform your instructor as soon as possible. Participation in this contest will be worth 13% of the course grade, which will reduce the percentages assigned to the following categories:

<table>
<thead>
<tr>
<th>Regular percentages</th>
<th>If you participate in contest…</th>
</tr>
</thead>
<tbody>
<tr>
<td>10% Composition</td>
<td>→ 0%</td>
</tr>
<tr>
<td>15% Culture Project/Presentation</td>
<td>→ 12% (No solo part required in skit)</td>
</tr>
</tbody>
</table>

Participation in the contest involves:
1. Writing a speech
2. Memorizing and giving the speech in class as practice
3. Memorizing and giving the speech at the contest
Culture Project and Presentation:

Cultural Project and Presentation: Form a group of three to five members.
1. Decide as a group - to be involved in activities that are pertinent to Japanese culture such as tea ceremony, cooking, calligraphy, karaoke, origami, flower arrangement, reciting or writing poems/phrases or watching movies including *anime* (translating a book or parts of a movie is not recommended) OR
   - to conduct research on a topic of Japanese culture, such as the ones mentioned above.
2. Submit an outline for your group project. (A template will be provided).
3. Meet at least two times to participate in your chosen activities or conduct research on the selected topic.
4. Meet at least two more times to create a skit (10-15 minutes long) that reflects what you learned through the activities or research to present the information to the class.
5. Submit a script that is written as a group (except for the solo part mentioned below).
   Notes: - The script should be entirely in Japanese. Make sure to use vocabulary, phrases, expressions, etc. that your group learned through the activities or research, as well as the structures and expressions newly learned in class.
   - Each member is required to give an individually written short solo speech or presentation (1-1½ minutes long).

[Grading criteria for Cultural Project/Presentation] Detailed outline
   Script --4 %
   Individual performance --3%
   Group performance --8 %

Extracurricular Activities:

Participating in extracurricular activities will enhance your knowledge and understanding of Japanese culture. Take advantage of various opportunities as much as possible such as the Friday Afternoon Chat, Japanese Film night, Language Camp, etc.
Extra credit (maximum 2.5%) may be given for your participation in the Language Camp (1%) or for writing in Japanese a one-half page reflection paper on the event (no more than .5%. An exact percentage will be determined for each case.).
HONOR PLEDGE

ACADEMIC DISHONESTY: Procedures (excerpted from the Faculty Manual I.5.1):

Instructors shall follow the following procedures when they feel academic misconduct has occurred:

If a course instructor has evidence that a student has engaged in an act of academic misconduct in his or her course, prior to assigning any academic penalty, the course instructor shall notify the student of the concern and make an appointment with the student to discuss the concern. The student shall be given the opportunity to give his or her position on the matter. After being given this opportunity, if the student admits to engaging in academic misconduct, or if the course instructor judges that the preponderance of evidence supports the allegation of academic misconduct, the course instructor may then assign an academic penalty. The course instructor may refer the case to the Office of Conflict Resolution and Student Conduct Services for a Hearing before deciding on a penalty. The course instructor shall notify the student in writing of the infraction and the academic penalty to be imposed. A copy of this notification shall be sent to the Office of Conflict Resolution and Student Conduct Services. Examples of academic penalties include assigning a reduced grade for the work, assigning a failing grade in the course, removing the Repeat/Delete option for that course, or other lesser penalty as the course instructor deems appropriate.

If, after making reasonable efforts, the course instructor is unable to contact the student or is unable to collect all relevant evidence before final course grades are assigned, he or she shall assign an interim grade of Incomplete and notify the student in writing of the reason for this action.

If evidence of academic misconduct is discovered after the final course grades have been submitted, the course instructor shall follow the above procedure in properly notifying the student and providing an opportunity for the student to give his or her position on the matter before making a decision about any academic penalty. The course instructor must notify the student in writing of the infraction and any academic penalty subsequently imposed. A copy of this notification shall be sent to the Office of Conflict Resolution and Student Conduct Services.

If the course instructor so desires, he or she may request that the Office of Conflict Resolution and Student Conduct Services conduct a Hearing to determine whether additional disciplinary action should be taken by the University, or if the offense warrants the addition of the “AM” (Academic Misconduct) notation to the student’s transcript.

Academic dishonesty in this course includes (but is not limited to):

◊ Homework Assignments: Copying from someone else or somewhere.
◊ Exams and Quizzes: Any form of copying answers off other students.
◊ Group Presentations, Compositions & Oral Interviews: Using any form of “translation” programs. Submitting work from a previously taken class. (Help from native speakers should be kept minimal.)
◊ Kanji Journal: Writing example sentences created by someone else. (Such sentences should be created by you or cited from sources such as dictionaries.)

I, ________________________, have read and understood the policies and procedures related to academic dishonesty that are implemented under this course.

HONOR PLEDGE: I pledge on my honor that I will not give, receive, or use any unauthorized assistance in LJPN200 of the fall 2014.

Signature:_____________________________ Date:________________________

Print: ________________________________

Print this page, sign and submit to the instructor by September 1 (Mon). Failing to do so will lose opportunity to earn extra credit. Keep a copy for your reminder.
クイズの答え 京都(きょうと)の金閣寺(きんかくじ)