



Faculty of Arts  
School of Languages, Linguistics, Literatures and Cultures

JPNS205  
Beginners' Japanese I  
Summer 2023  
Class schedule and delivery method  
Lectures (synchronous) - M.W. F. 09:00 -11:35 CHE 114  
Lab (asynchronous) – Th 09:00-10:45

### COURSE OUTLINE

**INSTRUCTOR'S NAME:** Hitomi Krebs

**OFFICE LOCATION:** CHC202

**OFFICE HOURS:** Wed. 11:45-12:30 or by appointment

**TELEPHONE NUMBER:** 403-210-7650

**E-MAIL:** [hitomi.krebs@ucalgary.ca](mailto:hitomi.krebs@ucalgary.ca)

\*Your instructor will reply to your email within 48hours during weekdays.

#### DESCRIPTION

Basic concepts of modern Japanese. Reading and writing of characters, essentials of grammar, basic vocabulary and oral drills on normal speech patterns. Required computer assisted learning. This course may not be repeated for credit.

**[Prerequisites]** None

**[Note]** All university level prerequisites for Japanese language courses must be met with a grade of "C-" or higher. Students may be required to complete different requirements if the assessment of their language backgrounds shows that this is appropriate.

#### OBJECTIVES

The main objective of this course is to build up four basic skills in Japanese: listening, speaking, reading, and writing.

#### OUTCOMES

By the end of this course, successful students will be able to:

- understand and use familiar everyday expressions and very basic phrases
- introduce themselves and others and ask and answer questions about personal details (e.g., hobbies, food, weekend plans)
- interact with others about familiar topics in a simple way (e.g., basic personal and family information, shopping, local geography)
- understand simple oral and written texts
- recognize and describe some cultural aspects of the Japanese-speaking world. Learning a language is a complex, long-term and highly rewarding process. It is important that you identify your own motivations and objectives in undertaking this course.

For Syllabus of Genki Textbook, please see the following link:

<https://bookclub2.japantimes.co.jp/download/files/genki3/GENKI%20【3rd%20Edition】 Syllabus J.pdf>



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#### REQUIRED COURSE MATERIALS

- GENKI I: An Integrated Course in Elementary Japanese [**Third Edition**] by E. Banno, Y. Ikeda, Y. Ohno, C. Shinagawa, K. Tokashiki. The Japan Times ISBN: 978-4-7890-1730-5
- GENKI I: An Integrated Course in Elementary Japanese Workbook [**Third Edition**] E. Banno, Y. Ikeda, Y. Ohno, C. Shinagawa, K. Tokashiki The Japan Times ISBN: 978-4-7890-1731-2

[Notes] All Course materials except the textbook and workbook will be posted in D2L. It is students' responsibility to access to all course related materials.

#### Technology and other requirements to take this course:

- Camera to take photos of your work and record your performance for communication and evaluation purposes.
- Internet connection
- Papers and pens to write by hand.
- OneNote and Google Drive to share files – Please inform the instructor if you are not able to access Google in advance.
- Video messaging App “Loom” \*Loom Basic is free. \*Loom Pro is also free for education.  
<https://www.loom.com/education>
- Audio App “OTO Navi” (Audio Player for Genki Textbook) \*Free  
<https://bookclub.japantimes.co.jp/en/book/b491927.html>

#### Technology Requirements

<https://elearn.ucalgary.ca/technology-requirements-for-students/>

In order to successfully engage in their learning experiences at the University of Calgary, students taking online, remote, and blended courses are required to have reliable access to the following technology\*:

- A computer with a supported operating system, as well as the latest security, and malware updates.
- A current and updated web browser.
- Webcam/Camera (built-in or external).
- Microphone and speaker (built-in or external), or headset with microphone.
- Current antivirus and/or firewall software enabled.
- Stable internet connection

#### RECOMMENDED COURSE MATERIALS

Publisher's website [Genki-Online The Official Website of GENKI: An Integrated Course in Elementary Japanese \(3rd Ed.\) \(japantimes.co.jp\)](http://genki.japantimes.co.jp), Genki-Online (Self-study room): [http://genki.japantimes.co.jp/self\\_en](http://genki.japantimes.co.jp/self_en)

#### COURSE NOTES

##### Important Dates:

- **The first class: Monday, June 26**  
(Last date to drop a class: Friday, June 30).
- End of class (also withdraw date): Tuesday, August 8
- No class: Monday, July 3(Canada Day observed) and Monday, August 7, (Alberta Heritage Day)



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University Academic Calendar:

<https://www.ucalgary.ca/pubs/calendar/current/academic-schedule.html>

**TEST/PROJECT DUE DATES**

- Dates are not expected to change, but it may happen under extraordinary circumstances.
- TEST A is online. TEST B is in-class writing test.
- The instructor will be available to answer questions via e-mail from 10 am to 2 pm on the day when the assignment is due. (The response may be delayed depending on the teaching hours and the volume of the emails on that day.)

June 26 (Mon)	First class
June 28 (Wed)	Project 3: Preparation Class Note Due before class 9 am on following dates: 6/28, 6/30, 7/5, 7/10, 7/14, 7/17, 7/19, 7/21, 7/24, 7/26
June 30(Fri)	Project 1: In-Class Review Project with classmates 6/30, 7/5, 7/14, 7/19, 7/28
July 7 (Fri)	TEST 1-B and Reading Test
July 13 (Thu)	TEST 1-A (L1-L2) available at 9 am (via D2L Quiz)
July 14 (Fri)	Due: 9 am on July 14 (Fri)
July 21 (Fri)	Test 2-B
July 27 (Thu)	TEST 2-A (L3-L4) available at 9 am (via D2L Quiz)
July 28(Fri)	Due: 9 am on July 28 (Fri)
July 25 (Tue)	Project 2: Writing assignment      Due: 11:30pm (D2L Dropbox)
July 31 (Mon)	TEST 3-B and Oral Test
Aug 2 (Wed)	TEST 3-A (L5-L6) available at 9 am (via D2L Quiz) Due: 9 am on Aug 3 (Thu)
Aug 3 (Thu)	Project 2: Video presentation video      Due: 11:30 p.m.

**General Course Information:**

- Students are expected to attend and participate in all lectures. The lectures will give students opportunities to have further understanding of the new materials, practice new grammar points and review grammar points from previous lecture by speaking and listening to the instructor as well as interacting with other students.
- Labs are scheduled on Thursday for this course. Students must access the tasks online during the lab schedule and complete them before the deadline. Online portions of the unit tests will be assigned during the lab, as well.



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- Be prepared to use Genki textbook in class. Taking notes by hand will help you to memorize words and particularly Kanji.
- Students are strongly encouraged to bring a laptop computer or a tablet to fully participate in activities in class.
- All course materials are in D2L, and students have responsibility to follow the course as indicated in D2L.
- Students' University of Calgary e-mail address and other communication tool such as One note Class notebook will be used to correspond in this course. You are required to check information regularly.

#### Participation

- This course is in-person course and students must attend the lectures.
- "Participation" here includes regular attendance, active participation during the lecture, and preparation for the coming lectures (including homework and daily practice). These are essential to complete this course successfully since quizzes, tests, assignments, and projects are all aligned to class activities to maximize one's language learning. During the lectures, students are strongly encouraged to make voluntary remarks/responses and actively participate in the pair/group work.

#### Guidelines for submitting assignments, Homework, and expectations for writing quality:

- All assignments and projects have individual deadlines.
- Listening, Reading, Speaking and Writing skills will be assessed in various ways.
- Quizzes are closed textbook. Once you open a quiz, it will have to be completed within a short, fixed time limit.
- Missed Tests and Quizzes cannot be rescheduled.
- There will be appointment-based tests with the instructor. Students have responsibility to take those exams at the assigned time. Please email your instructor if the timing will not work for you (e.g., appointments or other reasons). No show without prior contact will be subject to zero points.
- All course work – assignments, projects and homework must be done by yourself. The works will be assessed on technical accuracy (grammar, spelling, word choice) and content/creativity. Note that online translators or other composition aids are not permitted; their use constitutes a violation of academic honesty. Please read Academic misconduct below.
- Homework due dates are indicated in D2L.

#### Policy in case of missed or late assignments

When you are missing or can't complete any graded coursework such as tests, quizzes, and assignments/projects) in time with a legitimate reason, you must communicate with your course instructor PRIOR to the event or the deadline. Failing to do that will result in no make-up or extension.

#### Guidelines for tests/quizzes/assignments

##### Unit Tests

There are 3-unit tests, and these are CLOSED textbook. Each unit test consists of a written test section (Part B) and an online test section (Part A). You have only ONE attempt, and once you start a test, you must complete it within a fixed time limit (50-60 min). However, you can choose when to start your test within 24-hour access window. For all the unit tests, extensions of the accessing time (online test only) and make-ups are NOT allowed, unless you have a legitimate reason including a serious accident, illness, and so forth.



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#### Oral/Speaking/Reading Test

Oral/Speaking/Reading test is a solo(/pair) interview-style test and will be scheduled during the class and outside of the class hour by appointments. More details will be provided later in the course. Make-ups and alternative date/time are NOT allowed, unless you have a legitimate reason including a serious accident, illness, and so forth.

#### Quizzes

These quizzes are CLOSED textbook via D2L quiz. Once you start a quiz, you must complete it within a short, fixed time limit (5-15 min). However, you have an UNLIMITED number of attempts before the due date. The questions will be shuffled and switched each time you attempt. Repeat the quiz to understand better. Make-ups and extensions of the accessing time are NOT allowed, unless you have a legitimate reason including a serious accident, illness, and so forth.

#### Projects

The projects are take-home projects/in-class.

Project 1: A review project. You are required to produce review materials with your classmates during the class.

Project 2: Writing assignments/ Presentations/ Peer reflections. All these tasks must be handed in by the deadline in-person or via D2L. The extension of the deadlines is NOT allowed, unless you have a legitimate reason including a serious accident, illness, and so forth. Late submissions will be accepted for only writing assignments and presentations. Each late submission will be subject to a 5% deduction per day. No submission will be accepted if more than 1 week has past and will result in a grade of zero, unless you have a legitimate reason including a serious accident, illness, and so forth. Note: If you need to submit after the due date, please email to your instructor to re-open the submission files since all files will be closed on the due date.

Project 3: Preparation class note. Due date provided in D2L. You will produce grammar summary notes. You are responsible to read new grammar sections from the textbook and other materials provided on D2L in advance of each class.

#### Homework

Homework must be submitted by the deadline in-person, via D2L, or other type of tools such as Google Forms. The extension of the deadlines is NOT allowed, unless you have a legitimate reason including a serious accident, illness, and so forth.

For the course tasks in this section (excluding the quiz tasks mentioned right above), late submissions will be accepted up to 3 days and subjected to a 50% deduction. No submission will be accepted if more than 3 days have past and will result in a grade of zero, unless you have a legitimate reason including a serious accident, illness, and so forth. Note: If you need to submit after the due date, please email to your instructor to re-open the submission files since all files will be closed on the due date.

#### Course Expectations:

- It is YOUR responsibility to keep up with what you have missed during the class (including homework and assignments) from your own absence.
- Please check the class schedule frequently so as not to miss any upcoming quizzes, tests, and assignments.
- You are required to learn the vocabulary, and the grammar sections of the textbook in advance of each class. Recordings and study aid materials will be provided in D2L.
- **This is a fast-paced (6.5 weeks) course.** On top of regular lecture time, you are required to spend about 3.5 hours/week to complete all the assigned lab and other asynchronous tasks. For your own daily self-study, at least 1-2 hours/day is required to follow this course successfully. Further time commitment may be required to complete projects and special assignments.
- You are required to keep practicing *kana*, *Kanji* and new vocabulary on a daily basis.



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- You are strongly recommended to use the audio study aid that comes with the textbook/workbook when your self-study. Other study aid materials will be provided in D2L.

You are strongly encouraged to monitor your learning process in D2L. Self-reflection task might be assigned to improve student’s learning experience.

**ASSESSMENT**

\*There will be **No Final Examination** scheduled by the Registrar.

Tests **[52%]**: [30%] 3 Unit Online Tests (Test1-A, Test 2-A and Test 3-A) [10% x 3]  
 [ 9%] 3 Writing tests (Test 1-B, Test 2-B and Test 3-B) [3% x 3]  
 [ 6%] Reading Test  
 [ 7%] Solo speaking test (Interview-style)

Quizzes **[13%]**: [ 6%] 6 Vocabulary quizzes: [1% x 6]  
 [ 7%] 7 other quizzes: Hiragana, Katakana, 4 Kanji and Te-form [1% x 7]

Projects **[26%]**: [ 5%] Project 1: In-Class Review Project with classmates 1%x 5 times  
 [ 17%] Project 2: Writing assignment [8%], Presentation [8%] and Peer Reflection [1%]  
 [ 4% ] Project 3: Preparation Class note 0.4% x 10 times

Homework **[9%]**: [ 6%] Workbook submission 1 x 6 times  
 [ 3%] Self-Reflection Form 0.5% x 6 times

**Notes**

- Listening, Reading, Speaking and Writing skills will be assessed in various ways.
- All course work – tests, quizzes, assignments, and projects must be done by yourself unless indicated on D2L.
- Support from someone else and the use of the translating tools are strictly prohibited in completing writing assignment. Each student has to be the one who creates all the content of the writing assignment.
- Please read the **Academic Integrity and conduct** statement below

**GRADING SCALE**

A+ 97-100%	A 92-96.9	A- 88-91.9	B+ 82-87.9	B 77-81.9	B- 72-76.9
C+ 68-71.9	C 64-67.9	C- 60-63.9	D+ 55-59.9	D 50-54.9	F 0-49.9



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#### **INTEGRITY AND CONDUCT**

All members of the University community have a responsibility to familiarize themselves with the Statement on Principles of Conduct, and to comply with the University of Calgary Code of Conduct and Non-Academic Misconduct policy and procedures (available at: <http://www.ucalgary.ca/pubs/calendar/current/k.html>).

#### **Academic misconduct**

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedure please visit:

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-academic-misconduct-policy>

Additional information is available on the Academic Integrity Website at <https://ucalgary.ca/student-services/student-success/learning/academic-integrity>

#### **INTELLECTUAL PROPERTY AND COPYRIGHT LEGISLATION**

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may not be reproduced, redistributed or copied without the explicit consent of the instructor. All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy>) and requirements of the Copyright Act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

#### **FREEDOM OF INFORMATION AND PRIVACY (FOIP) ACT**

Graded assignments will be retained by the Department for three months and subsequently sent for confidential shredding. Final examinations will be kept for one calendar year and subsequently sent for confidential shredding. Said material is exclusively available to the student and to the department staff requiring to examine it. Please see

<https://www.ucalgary.ca/legal-services/access-information-privacy>

for complete information on the disclosure of personal records.

#### **ACADEMIC ACCOMMODATIONS**

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at: <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations> .

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities (<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-accommodation-policy>)

Students needing an Accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their instructor or the Department Head/Dean or to the designated contact person in their Faculty.

#### **FACULTY OF ARTS PROGRAM ADVISING AND STUDENT INFORMATION RESOURCES**

Have a question, but not sure where to start?

The Arts Students' Centre is the overall headquarters for undergraduate programs in the Faculty of Arts. The key objective of this office is to connect students with whatever academic assistance they may require.



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In addition to housing the Associate Dean (Undergraduate Programs and Student Affairs) and the Associate Dean (Teaching, Learning & Student Engagement), the Arts Students' Centre is the specific home to:

- Program advising
- Co-op Education Program
- Arts and Science Honours Academy
- Student Help Desk

Location: Social Sciences Room 102

Phone: 403-220-3580

Email: [ascarts@ucalgary.ca](mailto:ascarts@ucalgary.ca)

Website: <https://arts.ucalgary.ca/current-students/undergraduate>

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK [7625] or visit them at the MacKimmie Block.

Contacts for the Students' Union Representative for the Faculty of Arts: [arts1@su.ucalgary.ca](mailto:arts1@su.ucalgary.ca), [arts2@su.ucalgary.ca](mailto:arts2@su.ucalgary.ca), [arts3@su.ucalgary.ca](mailto:arts3@su.ucalgary.ca), [arts4@su.ucalgary.ca](mailto:arts4@su.ucalgary.ca).

**INTERNET AND ELECTRONIC COMMUNICATION DEVICES**

Devices such as laptops, palmtops and smartbooks are allowed provided that they are used exclusively for instructional purposes and do not cause disruption to the instructor and to fellow students. Cellular telephones, blackberries and other mobile communication tools are not permitted and must be switched off.

**SUPPORT AND RESOURCES**

Links to information that is not course-specific related to student wellness and safety resources can be found on the Office of the Registrar's website: <https://www.ucalgary.ca/registrar/registration/course-outlines> .