



Western Arts & Humanities

Department of Languages and Cultures

Course outline for 2020/2021



Although this academic year might be different, Western University is committed to a **thriving campus**. We encourage you to check out the [Digital Student Experience](#) website to manage your academics and well-being. Additionally, the following link provides available resources to support students on and off campus: <https://www.uwo.ca/health/>.

1. Technical Requirements:



Laptop or computer



Stable internet connection



Working microphone



Working webcam
(Suggested)

2. Course Overview and Important Dates:



Delivery Mode	Dates	Time
Online Class via Zoom	Tuesdays and Thursdays	15:30-17:30

*This is a synchronous course and students will attend the class via Zoom.

Classes Start	Reading Weeks	Classes End	Study day(s)	Exam Period
September 9	November 2 - 8	December 9	December 10	December 11 - 22
January 4	February 13 - 21	April 5	April 6 and 7	April 8 - 30

*November 30, 2020: Last day to drop a full course without penalty

3. Contact Information



Course Instructor	Contact Information
Mitsume Fukui	mfukui@uwo.ca

4. Course Content and Aims

Antirequisite: Grade 12U Japanese

Welcome to Japanese 1036, the Japanese for Beginners!

Upon learning a new language, it is important for the students to know it requires their diligence and commitment on a DAILY basis. Please note that this course is designed for students with no/little previous knowledge of Japanese. Therefore, if you have already taken any prior Japanese courses, please consult the course instructor.

The aims of this course are:

- to build the acquisition of basic Japanese-language ability by developing the grammatical accuracy, comprehension and communicative ability in the four basic language skills (listening, speaking, reading, and writing) in Japanese
- to encourage awareness and enhance general knowledge of Japanese culture raised both in and outside the context of language learning

Virtual **synchronous** learning refers to the virtual classes that will take place on zoom during the scheduled class time. All the students of this course will engage in learning at the same time.

- ◆ Asynchronous pre-work must be completed prior to synchronous sessions
- ◆ Participation and progress at synchronous sessions is required
- ◆ Late assignments are not accepted without any legitimate reasons

Assignment/course work information, course materials, and course updates will available on OWL: <http://owl.uwo.ca>.

5. Learning Outcomes



Upon successful completion of this course, students will be able to:

- exchange simple conversations in real-life situations (expressing their background, schedule, preferences, appearance, personality, hearsay, etc.) using basic grammar patterns
- convey simple questions, invitations, offers, requests and the responses respectively
- comprehend authentic texts (a personal diary, postcards and letters, questionnaires, advertisements, and uncomplicated instructions, etc.)
- write a diary, a short essay about themselves, a postcard/letter, and a short story from the provided topics with appropriate usage of the syllabic hiragana, katakana, and kanji
- appropriate usage of the basic casual and polite forms, use of particles, conjugation rules of nouns, verbs and adjectives in the tense (present/past) and the aspect (affirmative/negative).
- carry out communication with cultural appropriateness by taking into account the factors such as the proper time, place and occasions

6. Course Schedule*

Please come prepared to class. The information on the assignments and pre-activities that you need to be done before every synchronous class will be available under Assignment posting on OWL.

Week	Dates	Topic	Assessments	Mini Quiz
1	Sept 10	Introduction/ Chapter 1		
2	Sept 15/17	Chapter 1		HQ1
3	Sept 22/24	Chapter 2 Gr-I-III		HQ2&VQ
4	Sept 29/Oct 1	Chapter 2 Gr-IV-V	Ch1 & Ch2 Conversation Task (Oct 1)	VQ
5	Oct 6/8	Chapter 2.5	Ch1 & Ch2 Chapter Quiz (Oct 6)	KatQ1
6	Oct 13/15	Chapter 3 Gr-I-III		KatQ2&VQ1
7	Oct 20/22	Chapter 3 Gr-IV-V	Ch3 Conversation Task (Oct 22)	VQ2
8	Oct 27/29	Chapter 4 Kanji, Gr-I	Ch3 Chapter Quiz (Oct 27)	GQ
9	Nov 2 – 8	Reading Week		
10	Nov 10/12	Chapter 4 Gr-I-IV		VQ1&VQ2
11	Nov 17/19	Chapter 4 Gr-V	Ch4 Conversation Task (Nov 19)	KQ
12	Nov 24/26	Chapter 5 Kanji, Overview, Gr-I	Ch4 Chapter Quiz (Nov 24) Composition 1 (Nov 26)	GQ
13	Dec 1/3	Interview 1	Interview 1	
14	Dec 8	Interview 1	Interview 1	
		Winter Break		
15	Jan 12/14	Chapter 5 Gr-I-IV		VQ & KQ
16	Jan 19/21	Chapter 5 Gr-V	Ch5 Conversation Task (Jan 21)	GQ
17	Jan 26/28	Chapter 6 Kanji, Gr-I	Ch5 Chapter Quiz (Jan 26)	VQ
18	Feb 2/4	Chapter 6 Gr-I-IV		GQ
19	Feb 9/11	Chapter 6 Gr-V	Ch6 Conversation Task (Feb 11)	KQ
21	Feb 15 – 19	Reading Week		
20	Feb 23 – 25	Chapter 7 Kanji, Gr-I	Ch6 Chapter Quiz (Feb 23)	VQ
22	Mar 2/4	Chapter 7 Gr-I-IV		GQ
23	Mar 9/11	Chapter 7 Gr-V	Ch7 Conversation Task (Mar 11)	KQ
24	Mar 16/18	Chapter 8 Kanji, Gr-I	Ch7 Chapter Quiz (Mar 16)	VQ
25	Mar 23/25	Chapter 8 Gr-I-IV		GQ
26	Mar 30/Apr 1	Chapter 8 Gr-V Interview 2	Composition 2 (Mar 30)	KQ
27	Apr 6/8	Interview 2		

*Subject to change *See OWL for detailed schedule

7. Online Participation and Engagement



- ◆ Students are expected to participate and engage with content as much as possible
- ◆ Students are expected to participate during synchronous sessions
- ◆ Students are encouraged to come to synchronous sessions with questions and doubts about the grammar and vocabulary assigned to do asynchronously

8. Evaluation

Below is the evaluation breakdown. Any deviations will be communicated



COURSE EVALUATION	
Participation & Progress	6%
Assignments	21%
2 Compositions	8%
Mini Quizzes	6%
6 Chapter Tests	18%
6 Conversation Tasks	6%
2 Interviews	20%
Final Exam	15%
TOTAL	100%

- ◆ Students should check the OWL site after every class and complete the work assigned
- ◆ There will be no make-up assessments: quizzes, tests, compositions, interviews, or oral quizzes in this course: If a student misses an assessment and academic consideration is granted, the percentage of the assessment missed will be added to the next assessment percentage of that type.

Click [here](#) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work which is clearly above average
B	70-79	Good work, meeting all requirements, and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

9. Communication:



- ◆ Students should check the OWL site after every class
- ◆ Updates will be provided periodically on the OWL announcements. When the instructors add an announcement on OWL all the students will receive an email
- ◆ Students should email the instructor using uwo email account

10. Office Hours:



- ◆ Office hours with the instructor will be held remotely using Zoom
- ◆ To arrange the meeting, contact the instructor using uwo email account.

11. Resources & Textbook



- ◆ All resources will be posted in OWL
Assignments, Class PPTs, Mini Quizzes, Online Exercises, Audio files, Course updates
- ◆ Required textbook:
Nakama 1: Japanese Communication Culture Context, 3rd Edition
Makino, S., Hatasa and K. Hatasa
Heinle, Cengage Learning

12. Professionalism & Privacy:



Western students are expected to follow the [Student Code of Conduct](#). Additionally, the following expectations and professional conduct apply to this course:

- ◆ Students are expected to follow online etiquette expectations provided on OWL
- ◆ All course materials created by the instructor(s) are copyrighted and cannot be sold/shared
- ◆ Recordings are not permitted (audio or video) without explicit permission
- ◆ Permitted recordings are not to be distributed
- ◆ Students will be expected to take an academic integrity pledge before some assessments

13. Notice of Recording:

All of the remote learning sessions for this course will be recorded. The data captured during these recordings may include your image, voice recordings, chat logs and personal identifiers (name displayed on the screen). The recordings will be used for educational purposes related to this course, including evaluations. The recordings may be disclosed to other individuals participating in the course for their private study or accommodation purposes. Please contact the instructor if you have any concerns related to session recordings. Participants in this course are not permitted to record the sessions, except where recording is an approved accommodation, or the participant has the prior written permission of the instructor.

14. How to Be Successful in this Class:



Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.

1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the term and schedule time at the start of each week to get organized and manage your time
2. Follow daily assignment posting on OWL and create your own checklist to help you stay on track.
3. Take notes as you go through the lesson material. Treat this course as you would a face-to-face course. Keeping handwritten notes will help you learn more effectively than just reading or watching the videos. [Handwriting when learning a language is essential.](#)
4. Connect with others. Try forming an online study group and try meeting on a weekly basis for study and peer support.
5. Do not be afraid to ask questions. If you are struggling with a topic, ask for help by contacting your instructor.
6. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

15. Online Etiquette

Some components of this course will involve online interactions. To ensure the best experience for both you and your classmates, please honour the following rules of etiquette:

- please “arrive” to class on time
- please use your computer and/or laptop (as opposed to a cell phone or tablet)
- ensure that you are in a private location to protect the confidentiality of discussions in the event that a class discussion deals with sensitive or personal material
- to minimize background noise, kindly mute your microphone for the entire class until you are invited to speak, unless directed otherwise
- please be prepared to turn your video camera off at the instructor’s request if the internet connection becomes unstable
- unless invited by your instructor, do **not** share your screen in the meeting

The course instructor will act as moderator for the class and will deal with any questions from participants. To participate please consider the following:

- if you wish to speak, use the “raise hand” function and wait for the instructor to acknowledge you before beginning your comment or question
- remember to unmute your microphone and turn on your video camera before speaking
- self-identify when speaking.
- remember to mute your mic after speaking (unless directed otherwise)

General considerations of “netiquette”:

- Keep in mind the different cultural and linguistic backgrounds of the students in the course.
- Be courteous toward the instructor, your colleagues, and authors whose work you are discussing.
- Be respectful of the diversity of viewpoints that you will encounter in the class and in your readings. The exchange of diverse ideas and opinions is part of the scholarly environment. “Flaming” is never appropriate.
- Be professional and scholarly in all online postings. Cite the ideas of others appropriately.

Note that disruptive behaviour of any type during online classes, including inappropriate use of the chat function, is unacceptable. Students found guilty of Zoom-bombing a class or of other serious online offenses may be subject to disciplinary measures under the Code of Student Conduct.

16. Western Academic Policies and Statements

Absence from Course Commitments

Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student’s final grade. Students are expected to contact their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus. Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student’s final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are *not* met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to

contact their Faculty academic counselling office to obtain more information about the relevant documentation.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. **All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.**

For Western University policy on Consideration for Student Absence, see [Policy on Academic Consideration for Student Absences - Undergraduate Students in First Entry Programs](#) and for the Student Medical Certificate (SMC), see: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf.

Accommodation for Religious Holidays

Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the [Western Multicultural Calendar](#).

The policy on Accommodation for Religious Holidays can be viewed [here](#).

Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found [here](#).

Academic Offenses

"Scholastic offences are taken seriously, and students are directed [here](#) to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

Accessibility Statement

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](#).

Correspondence Statement

The centrally administered **e-mail account** provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts [here](#).

Turnitin and other similarity review software

All assignments will be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. Students will be able to view their results before the final submission. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers

subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and [Turnitin.com](https://www.turnitin.com).

Copyright and Audio/Video Recording Statement

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

Rounding of Marks Statement

We strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. **Final grades** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks WILL NOT be bumped to the next grade or GPA, e.g. a 79 will NOT be bumped up to an 80, an 84 WILL NOT be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned.

17. Support Services

Students who are in emotional distress should refer to MentalHealth@Western for a complete list of options about how to obtain help.

The following links provide information about support services at Western University.

[Registrarial Services](#)

[Academic Counselling \(Arts and Humanities\)](#)

[Student Development Services](#)

[Student Health Services](#)

[Services Provided by USC](#)

[Appeal Procedures](#)