Please read the syllabus carefully, ask questions if necessary.

Please check your UWF email frequently for course information and update.

GENERAL INFORMATION

| JPN2200  JAPANESE III for Fall 2014 |
|---|---|---|---|---|
| RefNo | Days | Time | Bldg | Room |
| 82168 | T R | 9:30-10:45 AM | 71 | 133 |

Credit: 3
Instructor: Kwimi “Takami” Taylor  
(ktaylor1@uwf.edu or takami_kanayama@hotmail.com)
Office: 138
Office Hours: M 9:00 a.m.-noon, T R 8:15 a.m. - 9:15 a.m., 12:20-12:50 p.m., 2:15-3:00 & by appointment
Phone: 850-474-2919 (office) 850-586-9911 (Cell)

PREREQUISITE
This course is designed with the assumption that students have completed Japanese II at UWF or the equivalent. Students who have not taken Japanese II should request a permission from the instructor to take the course.

COURSE DESCRIPTION
This course is a continuation of Japanese II. All four skills (speaking, listening, writing, and reading) will be equally emphasized and practiced in this course. Intensive practice on speed, rhythm, and pronunciation will be stressed. In addition, this course will focus on strengthening writing and reading comprehension skills. Pre-intermediate level communicative competence of the Japanese language will be acquired throughout the semester. Some aspects of Japanese culture will be also discussed during the semester.

METHOD OF INSTRUCTION:
This course is conducted in Japanese as much as possible. The method of instruction includes lecture, role-play, dialogue (dialogue practice will be stressed on pronunciation, speed and rhythm), reading semi-authentic/authentic materials, showing visual media, conducting class and small group discussion, cultural experiences, and inviting guest speakers.
TEXTBOOK AND USEFUL MATERIALS:
Required materials: Students are not allowed to share the textbook and/or workbook.

1~2 available at UWF Bookstore

3. Useful Websites:
Genki Websites: http://genki.japantimes.co.jp/self_en
Genki Practice: http://web.lyon.edu/users/mpeek/JapanWebpages/GenkiExercises.htm
Usagi-chan’s Website: http://www.csus.edu/indiv/s/sheaa/projects/genki/index.html

4. How to type Japanese
http://www.coscom.co.jp/learnjapanese801/

5. Recommended Reference Materials:

Jim Breen's WWWJDIC, Word Search
http://www.csse.monash.edu.au/~jwb/cgi-bin/wwwjdic.cgi?9T

If you liken, use apps to help you review and study Japanese

COURSE GOALS AND OBJECTIVES:
To acquire pre-intermediate level communicative competence of the Japanese language, the students are able to

- Make appointments by phone
- State their strengths and abilities in a job interview
- Talk about giving and receiving
- Make proposals
- Invite people to do things
- Plan a trip
- Make polite requests and apologies
- Talk about hopes and wishes
- Describe when something happened
- Make complaints
- Report hearsay
- Recognize, read, and write about 80 new kanji characters (a total of 224 kanji)
SCAN for the general meaning in authentic or semi-authentic materials, and extract detail from compound/complex sentences in a cohesive paragraph in various texts (letters, short compositions, short essays)

Produce text and documents using three writing systems (hiragana, katakana, and kanji) in a cohesive paragraph

STUDENT LEARNING OUTCOMES:
Upon successful completion of this course, STUDENTS DEMONSTRATE THAT THEY ARE ABLE TO:

Speaking
- handle successfully a variety of uncomplicated communicative tasks in straightforward social situations (e.g., personal information related to self, family, home, daily activities, interests and personal preferences, as well as physical and social needs, such as food, shopping, travel, and lodging)
- ask a variety of questions when necessary to obtain simple information to satisfy basic needs, such as directions, prices, and services
- express personal meaning by creating with the language, in part by combining and recombining known elements and conversational input to produce responses typically consisting of sentences and strings of sentences

Listening
- understand simple, sentence-length speech, one utterance at a time, in a variety of basic personal and social contexts
- get some meaning from oral texts typically understood by Advanced-level listeners

Writing
- meet a number of practical writing needs (e.g. short, simple communications, compositions, and requests for information in loosely connected texts about personal preferences, daily routines, common events, and other personal topics)
- show evidence of control of basic sentence structure and verb forms

Reading
- understand short, non-complex texts that convey basic information and deal with basic personal and social topics to which the reader brings personal interest or knowledge, although some misunderstandings may occur
- get some meaning from short connected texts featuring description and narration, dealing with familiar topics

Culture
- use culturally appropriate language in a variety of situations and appreciate the meaning of basic socio-cultural behavior.

(Source: ACTFL Proficiency Guidelines 2012)

**ASSISTANCE FOR STUDENTS WITH SPECIAL NEEDS:**
Students with learning or other disabilities who require special accommodation for exams and/or assignments should contact the Student Disability Resource Center (SCRC) at the University of West Florida (http://www.uwf.edu/SDRC) by e-mail at sdrc@uwf.edu or by phone at (850) 474-2387. Appropriate academic accommodations will be determined based on the documented needs of the individual.

**WEATHER EMERGENCY INFORMATION**

In the case of severe weather or other emergency, the campus might be closed and classes cancelled. Official closures and delays are announced on the UWF website and broadcast on WUWF-FM.

**Weather Emergency Information**

- WUWF-FM (88.1MHz) is the official information source for the university. Any pertinent information regarding closings, cancellations, and the re-opening of campus will be broadcast.
- In the event that hurricane preparation procedures are initiated, the UWF Home Web Page http://uwf.edu/ and My UWF will both provide current information regarding hurricane preparation procedures, the status of classes and the closing of the university.

Emergency plans for the University of West Florida related to inclement weather are available on the following UWF web pages:

http://uwf.edu/offices/emergency-management/

Information about other emergency procedures is available on the UWF web site: http://uwf.edu/offices/emergency-management/emergency-plans-procedures/emergency-operations-and-procedures/

**UNIVERSITY POLICY ON ACADEMIC CONDUCT**

Honesty in our academic work is vital, and we will not knowingly act in ways which erode that integrity. Accordingly, we pledge not to cheat, nor to tolerate cheating, nor to plagiarize the work of others. (UWF Student Life Handbook).
**Academic dishonesty is a serious offense and will be taken seriously.** Please refer to the UWF Student Life Handbook for a list of behaviors that fall under the definition of academic misconduct. The handbook also outlines the penalties for academic misconduct and the due process procedures that must be followed. (Links to the Student Life Handbook and the UWF Academic Conduct Statement are posted on the UWF web site at: [http://uwf.edu/media/university-of-west-florida/offices/student-affairs/vp-office/documents/University-of-West-Florida-Student-Handbook-2014-15-Final.pdf](http://uwf.edu/media/university-of-west-florida/offices/student-affairs/vp-office/documents/University-of-West-Florida-Student-Handbook-2014-15-Final.pdf)

**Additional Information on Plagiarism**

Your writing is your intellectual property. Guard it carefully. Do not leave copies of your work on computers that are in common use. You could find yourself in the unpleasant position of trying to prove that you are the true author of this work. Save preliminary drafts of your work, reading notes, data collection sheets, and copies of library sources you make while researching your paper. You may be asked to produce these if questions of authorship arise. Make back-up copies to protect your work from computer failures.

Plagiarism is a serious violation of academic standards and will be punished severely. Students who plagiarize will fail the course and will be referred to the Dean for academic dishonesty. Some students are surprised to learn that they plagiarized themselves when they inappropriately used work produced for one course in another course. If you are unsure, ask your instructor for guidance. See the UWF Student Life Handbook for the University policy on academic conduct and plagiarism and the consequences for students who engage in academic misconduct.

Academic Misconduct code


**STUDENT PERFORMANCE REQUIREMENTS:**

**Attendance:**

Attendance to the class is absolutely mandatory. Active participation of the student in class is the most essential and important key to improve your language skills. Do not miss any classes. When you have attended all classes without any late and leave early marks, you will be given **“kaikin sho” (perfect attendance reward)**, which is **extra 25 points** to your final points. If you miss class more than 4 times without giving a previous notices, the course grade will be severely affected. 25 points will be subtracted for each absence after the fourth.
Behavior:
Students are expected to participate in class activities and discussions. ANY STUDENT WHOSE BEHAVIOR INHIBITS THE LEARNING OF THEIR CLASSMATES CAN AND WILL BE ASKED TO LEAVE THE CLASSROOM.

In-Class Policy:
a. Students are not allowed to talk, chat and discuss irrelevant topics in English or your native language in class. If the instructor points you out twice during one class period, 10 points will be subtracted from your total score.
b. When you have a question, you are supposed to raise your hand and say, “I have a question” in Japanese (しつもんがあります). Then you are allowed to ask the question.
c. Be on time with all necessary materials*. 
   *If you come to class without the textbook and/or workbook, 2 points will be subtracted from the attendance points.

No Make-ups:
There will be NO make-ups for missing quizzes, tests and exams unless under exceptional circumstances. (Sickness, family emergency and official activities related to University of West Florida) In such cases, if you present a memo from the doctor, professor, or a person who is responsible for the activity, you may take make-ups. However it is your responsibility to make up the work you miss. In any case, students should contact the instructor in advance. Excused absences will not be given for work, job interviews, personal or family business.

Homework Policy: Please staple or bind all the workbook pages together. You are not allowed to complete any assignments during class. No credit will be given for that. Deadlines are final. Your completed homework should be turned in at the beginning of class on the due date to be accepted for full credit. Incomplete work will not be accepted. Completed work turned in after the due date will be accepted with some point reduction. However only within one week after the due date is acceptable. *

LATE ASSIGNMENTS WILL BE ACCEPTED FOR UP TO ONE WEEK WITH A… 20-50 % point REDUCTION.

<table>
<thead>
<tr>
<th>Due date One day late</th>
<th>Two days late</th>
<th>3 days late</th>
<th>4 days late</th>
<th>5 days late</th>
<th>6 days late</th>
<th>One week late</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>20%</td>
<td>25%</td>
<td>30%</td>
<td>35%</td>
<td>40%</td>
<td>45%</td>
</tr>
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</table>

*If you wish to turn in your late work as soon as possible, you can scan or take a picture of each workbook page and email them to me. However, you must turn in the original work in the next class.
Important:
Instructor won’t keep your assignments after they are graded. Please keep them in a file until you received the final grade for the course.

Quiz/ Exam Policy:
You are not allowed to ask a question while you are taking a quiz, test, or exam. If you have a question, you have to come to see the instructor before the beginning of the class or test. Again, there will be NO make-ups for missing quizzes, tests and exam.

EVALUATION

1. Mid-term 120 points (12%)
2. Final exam 120 points (12%)
3. Review tests: vocabulary (L7-12) 30 points and Kanji (L7-12) 30 points. (6%)
4. Vocabulary quiz 1 & 2: 25 points each (5%)
5. Kanji quiz 1& 2: 20 points each (4%)
6. Homework workbook: 50 points each (25%) Reading L13, 14, 15, 16 and 17 10 points each (5%)
7. Mini project: 30 points (3%) (Project ideas: Japanese cultural presentation for children, Japanese language lesson for children, CLS or your own)
8. Attendance*: 10 points each. Total 280 points (28%)

Total 1000 points

*See the criteria for attendance/participation grades below:

Materials and daily practice:
1 point textbook
1 point workbook
2 points fluency practice (daily warm up practice)

Class participation:
6 points Participate very actively in class
4 points Participate actively in class
2 points Present for the whole class period, but participate in some activities. Or if you miss 10-29 minutes of the class at any point
0 point Absent or miss class more than 30 min

Tardiness (ex. Sleeping in the class, doing homework during class, no participation in class activities) is disruptive and will not be tolerated. 25 points will be subtracted from the attendance points.
GRADING CRITERIA:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
</tr>
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<tbody>
<tr>
<td>94 - 100</td>
<td>A</td>
</tr>
<tr>
<td>90 - 93.9</td>
<td>A-</td>
</tr>
<tr>
<td>87 - 89.9</td>
<td>B+</td>
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<tr>
<td>84 - 86.9</td>
<td>B</td>
</tr>
<tr>
<td>80 - 83.9</td>
<td>B-</td>
</tr>
<tr>
<td>77 - 79.9</td>
<td>C+</td>
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<tr>
<td>74 - 76.9</td>
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<tr>
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<td>D+</td>
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<tr>
<td>60 - 66.9</td>
<td>D</td>
</tr>
<tr>
<td>0 - 59.9</td>
<td>F</td>
</tr>
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IMPORTANT DATES:

- Review Vocabulary Test: September 4 (Th.)
- Review Kanji Test: September 11 (Th.)
- Vocabulary Quiz 1: September 25 (Th.)
- Kanji Quiz 1: October 9 (Th.)
- Mid-term: October 23 (Th.)
- Vocabulary Quiz 2: November 13 (Th.)
- Kanji Quiz 2: December 2(Tue.)

Final Exam: Thursday, December 11th at 8:30 a.m.

Homework しゅくだいスケジュール

<table>
<thead>
<tr>
<th>No.</th>
<th>Due</th>
<th>Homework</th>
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<tbody>
<tr>
<td>1</td>
<td>Sep 11</td>
<td>Workbook L13 grammar and Kanji L13 reading</td>
</tr>
<tr>
<td>2</td>
<td>Oct 2</td>
<td>Workbook L14 grammar and Kanji L14 reading</td>
</tr>
<tr>
<td>3</td>
<td>Oct 16</td>
<td>Workbook L15 grammar and Kanji L15 reading</td>
</tr>
<tr>
<td>4</td>
<td>Nov 13</td>
<td>Workbook L16 grammar and Kanji L16 reading</td>
</tr>
<tr>
<td>5</td>
<td>Dec 2</td>
<td>Workbook L17 grammar and Kanji L17 reading</td>
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</tbody>
</table>

Before you submit the assignment...
Please make sure to write your name on the first page, and staple or bind all the workbook pages together.

If you have any questions regarding assignments or if you need help to complete assignments, please contact the instructor.