Syllabus
JAPN 1311 (Beginning Japanese I) Online, Section 83420/93411
Richland College – Spring 2015
World Languages, Cultures and Communications

I. GENERAL INFORMATION

- Instructor Name: Jiajun Bracewell
- Email Address: jbracewell@dcccd.edu
- Term: Spring 2015 (Term: 01/20-03/06)
- Language lab (optional): WH261
- Office: L244
- Tel: 214-238-6355

II. CATALOG DESCRIPTION

- JAPN 1311  Beginning Japanese I (3). This is a DCCCD Core Curriculum course.
- Prerequisite: None.
- This is the first semester of academic transfer Japanese. This course is an introductory course intended for students with little or no knowledge of the language. Its aim is to present essential vocabulary and grammar, and to develop the pronunciation, listening, reading, and writing skills necessary for basic communication and comprehension. Customs and cultural insights are also presented.

III. STUDENT LEARNING OUTCOMES

The following are desired outcomes for students of JAPN 1311:

- Students will acquire high-beginning listening skills in Japanese, which they will demonstrate by listening to level-appropriate monologs and/or dialogs in that language and then successfully answering listening-skills questions about them.
- Students will acquire high-beginning speaking skills in Japanese, which they will demonstrate by engaging, in that language, in monologs and/or dialogs that exhibit level-appropriate coherence, development, fluency, and grammatical and lexical accuracy.
- Students will acquire high-beginning reading skills in Japanese, which they will demonstrate by reading level-appropriate texts in that language and then successfully answering reading-skills questions about them.
- Students will acquire high-beginning writing skills in Japanese, which they will demonstrate by writing, in that language, compositions that exhibit level-appropriate coherence, development, and grammatical and lexical accuracy.

IV. COURSE MATERIALS

textbooks

  ISBN: 978-4-7890-1440-3
  Publisher: The Japan Times
  ISBN: 978-4-7890-1441-0
software and hardware

• the latest version of Java (which you can download from the Internet for free)
• Microsoft Word
• a head set or a computer with a built-in microphone

V. LANGUAGE LABORATORY

If you wish to make use of the Language Lab, you may do so at your convenience. Please note, that Lab attendance is NOT required in this course. The Language Lab is located in Wichita Hall, room WH261. This lab offers a fully-equipped facility where you can go to practice and improve your listening comprehension and speaking skills. This lab contains expensive and sensitive electrical equipment; consequently, food and drinks are not permitted. Children are also not allowed.

VI. ASSIGNMENTS AND GRADES

Late Submission of Assignments
• If you fail to submit an assignment by the due date, you will be allowed to make it up with no penalty only if you have a serious, documented excuse.
• If you do not have a serious, documented excuse, you may submit assignments up to seven days after the due date or until the end of the course—whichever date comes first—for partial credit (90% of regular credit).

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• For the student whose time zone falls behind Central Time Zone, please consult with the instructor if you need extra hours.

Types of Assignments
For this course, there are three types of assignments:
1. Workbook Assignment
   They have to be done through the eCampus, http://ecampus.dcccd.edu/

2. Character workbook Assignment
   You can use a scanner to scan the character workbook pages or use a mobile that can take pictures of the character workbook pages, and then submit through eCampus.

3. Voice board
   For the Voice Boards, you will record yourself reading out loud. The voice boards will be graded for pronunciation. They have to be submitted through eCampus.
Your Final Grade
Here is the formula that I will use to calculate your final course average:

\[
\text{Workbook Assignments average} \times 40\% + \text{Character workbook Assignments average} \times 30\% + \text{Voice board average} \times 30\% = \text{FINAL COURSE AVERAGE}
\]

And here is the formula that I will use to convert your final course average into a letter grade.

<table>
<thead>
<tr>
<th>Numerical Average</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
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<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>0-59</td>
<td>F</td>
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</tbody>
</table>

VII. WITHDRAWAL

Stop before you drop!

If you enrolled in college level courses for the first time in the fall of 2007 or later, Texas Education Code 51.907 limits the number of courses you may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://www1.dcccd.edu/coursedrops

If you are receiving any form of financial aid, you should check with the financial aid office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. If you fail to attend or participate after the withdrawal date (see below), you will also be subject to this policy.

If you are an international student on an F-1 visa, you cannot withdraw from classes without jeopardizing your official status. If you are on an F-1 visa, you MUST NOT withdraw from ANY class without the permission of an International Student Advisor in the Multicultural Center.

If you do decide to drop this course, you must do so by 2/24/2015. Withdrawing from a course is a formal procedure, which you must initiate in Admissions; your instructor cannot do it for you. You are encouraged to discuss withdrawal plans with your instructor. If you stop attending and do not withdraw, you will receive a performance grade, usually a grade of “F”.

VIII. AMERICANS WITH DISABILITIES ACT

If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-238-6180 (Voice/TTY), visit
Thunderduck Hall, suite T120, or go to http://www.dccc.edu/SS/OnCampus/DisSvs (CTRL + Click to access “Student Services” “on-Campus Services” to “Disability Services”)

IX. INSTRUCTOR’S RIGHT TO REVISE SYLLABUS
The instructor has the right to add, delete, or revise segments of this course or syllabus.

X. TENTATIVE COURSE CALENDAR

<table>
<thead>
<tr>
<th>Week</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
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</thead>
<tbody>
<tr>
<td>1:</td>
<td>1/20-1/25</td>
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<tr>
<td></td>
<td>preview textbook,</td>
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<td>L0-web</td>
<td>L0-web</td>
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<tr>
<td></td>
<td>get familiar with eCampus</td>
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<tr>
<td>2:</td>
<td>1/26-2/1</td>
<td>L0-workbook</td>
<td>L0-Cworkbook</td>
<td>L0-VoiceBoard</td>
<td>L1-web</td>
<td></td>
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<tr>
<td>3:</td>
<td>2/2-2/8</td>
<td>L1-workbook</td>
<td>L1-Cworkbook</td>
<td>L1-VoiceBoard</td>
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<td></td>
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<tr>
<td>4:</td>
<td>2/9-2/15</td>
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<td>L2-Cworkbook</td>
<td>L2-VoiceBoard</td>
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<td>5:</td>
<td>2/16-2/22</td>
<td>L3-web</td>
<td>L3-Cworkbook</td>
<td>L3-VoiceBoard</td>
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<td>6:</td>
<td>2/23-3/1</td>
<td>L4-web</td>
<td>L4-Cworkbook</td>
<td>L4-VoiceBoard</td>
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<td>7:</td>
<td>3/2-3/6</td>
<td>L5-web</td>
<td>L5-Cworkbook</td>
<td>L5-VoiceBoard</td>
<td></td>
<td>Time to make up for assignment</td>
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<tr>
<td></td>
<td>L6-workbook</td>
<td>L6-Cworkbook</td>
<td>L6-VoiceBoard</td>
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L0 : the introduction.
L0-web: the lesson of the introduction
  from eCampus->Class Content-L0->L0-web.
L0-workbook: the online workbook assignments for the introduction.
  from eCampus->Class Content-L0-> L0-workbook.
L0-Cworkbook: the character workbook assignments for the introduction.
  from eCampus->Class Content-L0-> L0-Cworkbook.
L0-VoiceBoard: the voiceboard assignment of for the introduction.
  from eCampus-> Class Content-L0-> L0-VoiceBoard