Instructor: Naoko Suito, Ph. D. (水藤直子) e-mail: n.suito@mail.utexas.edu
Office: WCH 5.126  Tel: 475-6043
Office hours: T&Th 11:05-12:35 or by appointment
UT Japanese Language program: http://www.laits.utexas.edu/japanese
JOSHU study help site : http://www.laits.utexas.edu/japanese/joshu

Course materials:
Handouts: Blackboard (http://courses.utexas.edu)
Kanji Workbook: Union Copy Center (Texas Union, UNB 2.214) – ask for JPN 320L Packet

Prerequisite: Completed JPN 320K or an equivalent course with a grade of at least C.

UT Policy Change: Students (both undergraduate and graduate students) must take this course with a letter grade if they wish to advance to a next level. Students taking this course with CR/NC will not be eligible for taking JPN330 in the future.

Description: This course focuses on reading and writing skills at an intermediate to advanced level. We will discuss what we have read after each reading session in order to improve oral and aural skills as well. The chapters covered in this course are L7, 9, 13, 14 (1) (2), 15 (1) (2).

Goals: To acquire basic skills to utilize your Japanese skills in your own fields.
1. Reading skills
   To build vocabulary and command of Kanji
   To become familiar with long, complicated sentences
   To become familiar with Japanese discourse styles
   To become better at using Kanji and Japanese-English dictionaries
2. Writing skills
   To become able to express your own ideas in Japanese
   To become able to write a resume and letters in Japanese
   To improve your handwriting as well as word processing skills
3. To become a self-directed learner
   Needless to say, learning a language a time-consuming process. You have to study Japanese by yourself sometimes. Always monitor your progress and learning methods. Find out the most effective and efficient (in terms of cost and time) ways for you to study Japanese.

Schedule (Tentative): We will be spending about two weeks on each chapter so as to maximize the retention of characters, vocabulary, and grammatical structures. The following is the pattern of classroom activities. For homework assignment due dates and quiz days, see the course schedule.

Day 1 Learning new Kanji and discussion of Culture Notes
Day 2 & 3 Grammar and new vocabulary
Day 4 & 5 Reading (読み物／速読)
Day 6 Reading/Writing
Day 7 Lesson test

Assignments and Course Requirements:
1. e-mail
   • From time to time, I will use e-mail to send important announcements to the entire class in Japanese and/or English. Please check your e-mail at least once a day.
   • Your e-mail correspondence with me should be done all in Japanese.
   • Please read “Japanizing Your Computer” on the Japanese Language Program site if you need Japanese support on your computer (word processing program and e-mail).

2. Attendance Bonus
   • Perfect attendance: 1 bonus point toward your total course grade.
   • 1 to 2 absences: 0.5 bonus point.
• Two days of tardiness (coming late or leaving early or leaving and coming back during the class period) counts as one absence. In addition, studying other subjects, texting, chatting in English with your classmates, etc. will penalize you.

3. Active Participation
• NO FOOD, NO CHEWING-GUM!!
• Please turn off your cellular phone for the duration of the class.
• Your active participation in class activities will greatly enhance your progress in Japanese. Please do not be afraid of making mistakes/errors in the classroom.
• In the classroom, even before and after class, you should always try to speak in 日本語 with the instructor and your classmates.

4. Homework assignments
• There are several types of homework assignments. Homework will be described in class. Homework will be graded using A (10 pts.), A- (9 pts.), B (8 pts.), C (7 pts.), D (6 pts.), D- (5 pts.), and F (Zero). Homework is due at the beginning of each class. The criteria for grading include completeness, clarity (including handwriting), use of Kanji, correctness of spelling, effort to use correct grammar patterns, etc.
• No LATE homework will be counted for credit. However, 3 late homework assignments will be accepted for credit without a penalty.
• Types of homework:
  a. Read the Culture Notes section of each chapter (quiz given).
  b. Read the Grammar Notes section of each chapter (not graded). Specific grammar items are indicated in the schedule.
  c. Check the reading and meaning of each new Kanji word in both the 書く漢字 and 読む漢字 sections in each chapter of the Kanji Workbook before “Kanji” day.
  d. Kanji exercise: Write each Kanji/Kanji compound (marked with ★) presented in the 書く漢字 sections of the Kanji Workbook (at least once) and its reading. Please use the Kanji practice sheet posted on Bb. (Practicing 読む漢字 is optional.)
  e. Kanji Reading quizzes (JOSHU: submission on-line)
     username: nihongo, password: daisuki
     username: nihongo, password: daisuki
  g. JOSHU grammar/particles review quizzes (submission on-line).
     username: nihongo, password: daisuki
  h. Read the 読み物 text(s) in each chapter and answer the questions for each 読み物。See the handout「内容質問」.
  i. Read the 速読 texts and complete the T/F questions. You must translate the T/F statements into English before you decide if each of the statements is true or false. For the possible wrong statements, you must give correct answers in Japanese. Please write double-spaced.

5. コースプロジェクト: See handout 「コースプロジェクト」.

6. 翻訳（ほんやく：Translation）： You will be translating two short story/article.

7. Quizzes
• You will have 4 types of quizzes.
• Each quiz will be given at the beginning of each scheduled class.
• There will be no make-up (No excuses)
  A. Vocabulary quizzes
    • You will have two vocabulary quizzes on the 単語—読み物 list in Chaps. 7, 9, 13, and 15; and 3 quizzes on Chaps. 14. Each vocabulary quiz will include
      b. English→Japanese
    b. Defining a word in Japanese.
    c. Reading a definition and writing an appropriate word in Japanese.
    • The lowest score will be dropped.
  B. Kanji quizzes
    • You will have at least two Kanji quizzes (書く漢字と読む漢字のクイズ) for each chapter.
    書く漢字クイズ includes the writing and meanings of the “書く漢字”. 読む漢字クイズ includes the recognition and meaning of the “読む漢字”.
• The two lowest scores (one 書く漢字 and one 読む漢字) will be dropped.

C. Culture quizzes
• On the first day of each chapter, you will have a Culture Notes quiz.
  This quiz assesses your understanding of cultural information presented in a given chapter.
  The format is True-False. The questions are given in Japanese.
• No score will be dropped.

10. Tests/Examinations
• Only in rare cases (e.g., a funeral -- a written announcement; a car accident -- a written report from the police; a sickness -- a written note from your physician), will students be allowed to make up the tests/exams missed during their absences (be advised that quizzes are not subject to this policy). We will abide by this rule quite strictly.

A. Chapter tests: Upon completion of Chaps. 7, 9, 13, and 14, there will be a 50-minute chapter test. No score will be dropped.

B. Final Exam: You are expected to take the comprehensive final exam (which covers Chaps. 7, 9, 13, 14, and 15) on the scheduled final exam day.

★ Extra-Points Kanji Quizzes: You can earn extra points (up to 2%) by taking up to 4 Kanji quizzes (0.5% per quiz). Questions will be asked from the example kanji compounds (excluding the ones with the ★ mark) introduced in the Kanji Workbook. I will read words from the workbook. Your task is to write them down in Kanji and give the meaning of each word. Each quiz should cover one lesson of your choice. If you would like to take the extra-points Kanji quiz(izes), please talk to me.

12. Grading

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td>5%</td>
</tr>
<tr>
<td>Homework</td>
<td>14%</td>
</tr>
<tr>
<td>Vocab. quizzes</td>
<td>8%</td>
</tr>
<tr>
<td>Kanji quizzes</td>
<td>8%</td>
</tr>
<tr>
<td>Culture quizzes</td>
<td>2%</td>
</tr>
<tr>
<td>Sakubun</td>
<td>3%</td>
</tr>
<tr>
<td>Translation x2</td>
<td>6%</td>
</tr>
<tr>
<td>Course Project</td>
<td>10%</td>
</tr>
<tr>
<td>Chapter test</td>
<td>24%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
</tr>
</tbody>
</table>

Policy on Scholastic Dishonesty
• The University of Texas guideline on scholastic dishonesty applies to ALL work done in this class, including but not limited to:
  Copying other students’ homework/exam answers
  Showing your homework/exam answers to other students
  Copying other peoples’ work or phrases without citing (including online materials)
  Having someone else write a paper for you or correct your compositions.
  Unauthorized collaboration on translations and essays.
  Machine translation

• Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, failure in the course and dismissal from the university. Policies on scholastic dishonesty will be strictly enforced.
  • http://www.dec.utexas.edu/onlinecourses/dishonesty.html#topimage
  • http://deanofstudents.utexas.edu/sjs/scholdis.php

For further information, please visit the Student Judicial Services web site at http://deanofstudents.utexas.edu/sjs/. The Student Judicial Services Office is located at SSB4.104, and tel # is 471-2841

Students with Disabilities
Any student with a documented disability (physical or cognitive) who requires academic accommodations should contact the Services for Students with Disabilities area of the Office of the Dean of Students at 471-6259 as soon as possible to request an official letter outlining authorized accommodations.
http://deanofstudents.utexas.edu/ssp/
Suggested Books and Dictionaries (References)

• The New Nelson Japanese English Character Dictionary, Tuttle
• A Dictionary of Basic Japanese Grammar (Makino & Tsustui), The Japan Times
• A Dictionary of Intermediate Japanese Grammar (Makino & Tsustui), The Japan Times
• Kodansha’s Furigana Japanese-English Dictionary
• A Guide to Remembering Japanese Characters (Kenneth G Henshall) Tuttle Language Library
• http://www.alc.co.jp (dictionary)
• http://www.csse.monash.edu.au/~jwb/wwwjdic.html (dictionary)
• http://www.rikai.com (dictionary)
• How to use the Kanji dictionaries:
  http://asnic.utexas.edu/asnic/suito/syllabi/HowToUseKanjiDict.html
• The Names And Meanings of Main Radicals:
  http://asnic.utexas.edu/asnic/suito/syllabi/Names&MeansRadicals.html

Useful websites

UT Japanese Language Program website: http://www.laits.utexas.edu/japanese
UT Study help site : JOSHU http://www.laits.utexas.edu/japanese/joshu
An Introduction to Radicals -- Created by Travis Schiller
  http://www.laits.utexas.edu/japanese/joshu/kanji/kanji_radicals/radicals1.html
http://www.yookoso.com (created by Jeff Blum who studied Japanese at UT)