I. Course Objectives
1) To Acquire four skills in the Japanese language:

| Listening | Ability to understand simple everyday conversation. |
| Speaking  | Ability to handle some survival situations through circumlocutions and repetitions. |
| Reading   | Ability to read simple, short reading materials including semi-authentic materials. |
| Writing   | Ability to write simple sentences learned in class using the appropriate hiragana, katakana, and kanji. |

2) To acquire a fundamental knowledge of Japanese grammatical structures.
3) To acquire some knowledge of the Japanese culture.

II. Course Materials
2) Workbook/Laboratory Manual for Yookoso! An Invitation to Contemporary Japanese, 3rd edition
3) Audio files
   Audio Program (to accompany the Workbook / Laboratory Manual) -- to complete the listening comprehension homework assignments.
   http://www.mhhe.com/socscience/japan/Yookoso3Bridge/
Choose the chapter and audio program. Check the Bb assignment folder.

4) Handouts from Blackboard(Bb http://courses.utexas.edu) including the daily schedule and homework assignments. EID and password are required.

5) JOSHU study help site: http://www.laitutexas.edu/japanese/joshu/index.htm
   Class instructions; homework assignments; etc.
   Homework submit:
   Username: Nihongo   Password: Daisuki   Section: 3 (8:00=yellow) 4 (9:00=green)

6) Printer: You need to print HW, handouts, format sheets and etc. from Bb.

7) Handouts including homework assignments through the blackboard.

8) Japanese input: You need Japanize your computer.
   http://www.laits.utexas.edu/japanese/joshu/japanizing/jpn-ur_comp.html
   The textbook and the workbook are on reserve on the 1st floor of the PCL.

III. Course Structure
   • Attend all classes.
   • Prepare for class according to the daily schedule.

1) Lecture class (Tu. & Th.)
   • Please come prepared. Read appropriate textbook assignments and do the grammar exercises and activities before class.
   • Brief grammar explanations and grammar exercises will be given.
   • Reading and some writing practice, including kana and kanji, will be given.
   • Japanese cultural information related to the topic will be discussed.
   • Administrative information will be announced.

2) Activity class (M, W, & F)
   • Dialogues and activities in the textbook will be followed by communicative practice.
   • The sessions will be entirely in Japanese. Questions that require explanations (in English) should be asked in lecture classes.

IV. Grading Policy
Your final course grade is determined in the following way:

<table>
<thead>
<tr>
<th></th>
<th>%</th>
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</thead>
<tbody>
<tr>
<td>Attendance &amp; Class Participation</td>
<td>?</td>
</tr>
<tr>
<td>Homework</td>
<td>8</td>
</tr>
<tr>
<td>Vocabulary Quizzes (18-3)</td>
<td>8</td>
</tr>
<tr>
<td>Kana/Kanji Quizzes (10-2)</td>
<td>8</td>
</tr>
<tr>
<td>Compositions (2)</td>
<td>8</td>
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<tr>
<td></td>
<td>%</td>
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<tr>
<td>--------------------------------</td>
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</tr>
<tr>
<td>Oral Exam (2)</td>
<td>15</td>
</tr>
<tr>
<td>Group Skit (1)</td>
<td>8</td>
</tr>
<tr>
<td>Chapter Tests (2)</td>
<td>20</td>
</tr>
<tr>
<td>Final Written Exam</td>
<td>25</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

92-100 = A
89-91  = A-
86-88  = B+
82-85  = B
79-81  = B-
76-78  = C+
72-75  = C <- prerequisite
69-71  = C-
66-68  = D+
62-65  = D
59-61  = D-
58-58  = F

There will be NO grading on a curve.
Please check My Grade in Bb for your grade.
Last Day to drop this class without a possible academic penalty: September 22, Wednesday

V. Course Requirements
Attendance & Class Participation (?%)
- Because of the cumulative nature of language learning, it is essential that students keep up with course work on a daily basis and attend all classes. You are required to attend all classes and to prepare for the class according to the daily schedule. When you have the perfect attendance record at the end of the semester, you will receive an extra 2% added to your course grade. If you miss classes 3 times or less, you will receive an extra 1% added to your course grade. Missing class more than 3 times will not get you any extra points. Absence will not excuse a student in any way from responsibility for course material.
- By UT Austin policy, you must notify your instructor of your pending absence at least fourteen days prior to the date of observance of religious holy day. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.
- Come to each class on TIME. Two incidents of tardiness (coming late or leaving early) count as one absence. In addition, studying other subjects, chatting in English with your classmates, etc. will also penalize your attendance.
- No food, No open container drinks (only bottled drink is allowed), No gum, No Texting, No cell phone during the class period, please. Please keep your cellular phone off in class.
- Please respect each other and show consideration towards your instructor and classmates.
• Your active participation in class activities will greatly enhance your progress in Japanese.

Homework (8%)
• No late/ incomplete homework will count toward your grade.
• Check your Bb Assignment Folder EVERY DAY! You will be given homework assignments almost every day. Do your homework promptly and carefully.
• Listening HW will be from <http://www.mhhe.com/youkoso3>. Go to Bb to check the site to listen for each Listening HW.
• The instructors use the marks below when checking homework as well as compositions:

<table>
<thead>
<tr>
<th>H</th>
<th>Hiragana</th>
<th>Kt</th>
<th>Katakana</th>
<th>Kj</th>
<th>Kanji</th>
<th>Sp</th>
<th>Spelling</th>
<th>V</th>
<th>Vocabulary</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>Particle</td>
<td>Gr</td>
<td>Grammar</td>
<td>Fm</td>
<td>Form</td>
<td>Tns</td>
<td>Tense</td>
<td>Ord</td>
<td>Order</td>
</tr>
<tr>
<td>?</td>
<td>Unclear</td>
<td>&gt;</td>
<td>Insertion</td>
<td>Cj</td>
<td>Conjugation</td>
<td>Strike</td>
<td>Deletion</td>
<td>→</td>
<td>Change to</td>
</tr>
<tr>
<td>‖</td>
<td>New paragraph</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

• Write neatly. Use only pencil (and erase carefully.)
• Homework is due at the beginning of each class, so turn it in before the class starts (HW form Bb site, too). Do not leave homework at your teacher’s office or mailbox without receiving permission to do so in advance. Late, incomplete, or sloppily done homework may be accepted but will not be counted for credit.
• Write your name on each homework sheet. If there are more than 2 pages, staple them in the upper left corner. Your instructor is not responsible for missing pages when pages are not having names nor stapled together.
• If you need to turn in your homework early, you must provide the written note (stating which homework of what date you are turning in early) attached to your homework. For your HW from Bb, you do not need to give any notice for early submission.
• Kana (hiragana/ katakana) practice sheets are provided in Bb/ JOSHU site (and assignment folder all the time).
• You practice each kana by yourself; then, you write each kana ONCE as nice as possible to turn in as a HW.
• Kanji HW: Your kanji list and the kanji sheet in Bb document folder and Assignment folder. Each chapter, there are vocabulary words to practice. You practice kanji by yourself; then, you write each word ONCE as nice as possible to turn in as a HW. Kanji HW is indicated by kanji and the +mark in the schedule.
• JOSHU study help site: http://www.laitutexas.edu/japanese/joshu/index.htm is often used as your HW. Check your schedule and assignment folder in Bb.

Homework submit:
Username: Nihongo Password: Daisuki Section: 3(8:00) 4 (9:00)
When you submit, use alphabets for your name (ex John Smith) and Arabic numeral for the class (506) and section (3=8:00 yellow or 4=9:00 green).
• How to submit JOSHU HW is explained in the assignment folder in Bb.
• You must do your homework on your own. Unauthorized collaboration on homework and/or copying someone’s homework and turning it in as your own will be considered as cheating and will result in a severe penalty. Allowing other
students to use your homework is also considered as scholastic dishonesty. (Please read the UT’s policies on students’ scholastic dishonesty: http://deanofstudents.utexas.edu/sjs/scholdis_whatis.php/)

Vocabulary Quizzes (8%)
- NO make-up quiz (even rare emergency cases—no make-up)
- All quizzes will be given at the beginning of the class, so come to class on time.
- You will have 18 quizzes. See the schedule for the content of each quiz.
- Your lowest three grades will be dropped at the end of the semester. Use this to make up emergency absences such as family emergencies, sickness, and so on.

Kana/Kanji Quizzes (8%) (even rare emergency cases—no make-up)
- NO make-up/ early quiz.
- All quizzes will be given at the beginning of the class, so come to class on time.
- You will have 10 quizzes (hiragana, katakana, and kanji). See the schedule for the content of each quiz.
- Your lowest two grades will be dropped at the end of the semester. Use this to make up emergency absences such as family emergencies, sickness, and so on.

Compositions (8%)
- You are going to write two compositions (by genkooyooshi and word processor.)
- You will receive feedback on the draft, and then you are expected to turn in a corrected version based on the suggested feedback. Please attach the first draft when turning in the corrected version in order to receive full credit. Without writing the draft, you won’t receive any credit even if you turn in the “final” version by the deadline.
- You have to use at least 3/4 page of genkooyooshi to complete each composition. The maximum score is 10pt. You will lose 1pt. per day for late submission. Also, a short draft or short rewrite will lower your grade.
- Write neatly. Use only pencil (and eraser: erase carefully).
- In each composition, you should try to use new vocabulary and grammar items that have been introduced in class. In addition, use as much kanji as possible.
- Do not consult your Japanese friends or classmate; WRITE and REVISE by YOURSELF.

Oral Exams (15%)
- NO make-up/early exam
- Sign-up for the spot of 5 minutes out of 3 days OP period.
• At the end of chapter 1 and chapter 2, there will be an oral exam based upon the material that you have been practicing. They will be graded on the basis of communicative skills as well as accuracy, structure, vocabulary, pronunciation, and fluency. The oral exam guidelines will be in the blackboard.

• Only in RARE emergency cases (e.g. funerals with the announcement, car accidents with a written note from the police), students will be allowed to make up test missed during their absences. Your instructors will abide by this rule very strictly and reserve the right to judge whether to allow work to be made up or not.

Skit (8%)
• No make-up/ early presentation
• Your partners and you will cooperate to create a skit in Japanese to present in the class. Turn in the skit draft and revision according to the schedule. Unless participating in all the group activities such as skit writing, performance practice, and presentation, you will not receive full credit for participation. The skit guidelines will be announced later.

Chapter tests (20%)
• No make-up/ early test
• You will have two written chapter tests to examine your understanding of the material in the chapters. Each test will include everything that has been covered in that chapter.
• The listening section will be conducted in the beginning of the hour, so please come to classroom on time. You will not be able to make up a missed listening section.
• You cannot keep any of the tests and exams. Make sure to return them to your instructor by the end of the class. If not, you will not receive any credit for the test/ exam. Please go to your instructor’s office if you need to look at them further.
• Only in RARE emergency cases (e.g. funerals with the announcement, car accidents with a written note from the police), students will be allowed to make up test missed during their absences. Your instructors will abide by this rule very strictly and reserve the right to judge whether to allow work to be made up or not.

Final Written Exam (25%)
• All students are expected to take the final written exam on the scheduled date (December 14, Tuesday, 2pm~5pm). The exam will test your abilities in all language skills such as listening, reading, writing, and grammar within the context of what has been done in this course. The format is similar to that of the written chapter tests but it will include a kanji and katakana section.
• Make sure to check the final exam date (12/14/10, Tu. 2-5pm) before you purchase any airplane tickets or make any plans.
• http://registrar.utexas.edu/schedules/109/finals/

VI. 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:
  1. Copying other students’ homework/ exam answers.
  2. Showing your homework/ exam answers to other students.
3. Copying other people’s work or phrases without citing.
4. Having someone else write a paper for you or correct your compositions.

- Students who violate university rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failing the course and dismissal from the University. 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
- http://deanofstudents.utexas.edu/sjs/acint_student.php

VII. For 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/
- http://www.utexas.edu/diversity/ddce/ssp/

VIII. Blackboard Usage

- This course uses Blackboard, a Web-based course management system in which a password-protected site is created for each course. Student enrollments in each course are updated each evening. Blackboard can be used to distribute course materials, to communicate and collaborate online, to post grades (using GradeCenter), and to submit HW thorough Bb or JOSHU site:

  (http://www.laitutexas.edu/japanese/joshu/index.htm).

- You will be responsible for checking the Blackboard course site EVERY DAY for class work and announcements. As with all computer systems, there are occasional scheduled downtimes as well as unanticipated disruptions. Notification of these disruptions will be posted on the Blackboard login page. Scheduled downtimes are not an excuse for late work. However, if there is an unscheduled downtime for a significant period of time, I will make an adjustment if it occurs close to the due date.

- Blackboard is available at http://courses.utexas.edu. Support is provided by the ITS Help Desk at 475-9400 Monday through Friday 8 am to 6 pm, so plan accordingly.

IX. Facebook Group

- You are invited to join “UT Cooke’s Japanese Classes,” if you would like to. Group is for students to use Japanese freely outside of classes and share any information (ex-movies, books, events, news and etc.) with other Japanese language learners at UT. (Not connected to your grade in this class at all.)

X. Studying Japanese

- In learning a foreign language, it is important to study every day. You are expected to spend a lot of hours besides your classes. You should NOT expect to learn the language simply by attending the class activities. Language learning requires a lot of time to constant review of previously learned material.
• Come PREPARED. Please read appropriate textbook pages BEFORE class to facilitate your understanding of the lectures and participation in class activities.

• Use Japanese whenever possible. Find some Japanese related things interest you. Try to use phrases you have learned with your classmates or your Japanese friends.

• Listen to the Yookoso Textbook Audio Program

• Listen to the Japanese language as much as possible. (Even though you do not understand, listening to Japanese will help you to familiar with the sounds, intonation, and vocabulary.) Develop a systematic way of organizing the increasingly large amounts of materials for which you will be responsible.

• Join the Japanese related clubs if you have extra time.

<table>
<thead>
<tr>
<th>Japanese Conversation Table</th>
<th>At PAR 103</th>
</tr>
</thead>
<tbody>
<tr>
<td>MWF: 3-4 (English Table with Japanese who are learning English)</td>
<td></td>
</tr>
<tr>
<td>MWF: 4-5 (Japanese Table with volunteer Japanese people)</td>
<td></td>
</tr>
</tbody>
</table>

UT Student organization: Japanese Association

XI. Japanese sites
Web Sites for Learners of Japanese
UT Japanese Language Program: [http://www.laits.utexas.edu/japanese](http://www.laits.utexas.edu/japanese)
UT Study help site: [http://www.laits.utexas.edu/japanese/joshu](http://www.laits.utexas.edu/japanese/joshu)
Yookoso on-web (including your listening HW): [http://highered.mcgrawhill.com](http://highered.mcgrawhill.com)
Online dictionary: [http://www.alc.co.jp](http://www.alc.co.jp) (Easy to use, Japanese<->English)
Japanese all: [http://www.yookoso.com](http://www.yookoso.com) (Created by Jeff Blum, former UT student)
Kanji/Hiragana/Katakana stroke order: [http://gahoh.marinebat.com](http://gahoh.marinebat.com)
Stroke order and exercises for Kanji introduced in Yookoso: [http://www.wfu.edu/~takatay/YookosoKanji/](http://www.wfu.edu/~takatay/YookosoKanji/)
Kanji radicals: [http://www.laits.utexas.edu/japanese/joshu/kanji/kanji_radicals/radicals1.html](http://www.laits.utexas.edu/japanese/joshu/kanji/kanji_radicals/radicals1.html)
(Created by Travis Schiller, UT student)

References
Kodansha’s Furigana Japanese-English Dictionary
A Dictionary of Basic Japanese Grammar

Nintendo DS Software
Anpanman to Asobo aiueo kyooshitsu アンパンマンとあそぼあいうえお教室
Kanji Sonomama Rakubiki jiten 漢字そのまま楽引き辞典
Tadashii Kanji Kakitori-kun 正しい漢字かきとりくん

iPhone iPod touch application
Kotoba (fre)
Japanese
Android application

Podcasts
Learn Japanese Japanese Pod101
Japanese Conversation Table  AT PAR 103
 MWF:  3-4 (English Table with Japanese who are learning English)
 MWF:  4-5 (Japanese Table with volunteer Japanese people)