

Japanese 404 • Fourth-Year Japanese for Advanced Speakers II (3:00-4:15 MW) Course Syllabus Spring 2023 (Upper WI)

Instructor: Miki Ogasawara (Moore Hall 393)
E-mail: mogasawa@hawaii.edu

Zoom Link: <https://hawaii.zoom.us/j/3615070586>
Office Hours: 4:15-4:45 MW, or by appointment

*The content of the following course syllabus may be modified during the semester depending on the status of the pandemic.

1. About the Course:

Japanese 404 (3 credits) “Fourth-Year Japanese for Advanced Speakers II” is the fourth-year Japanese language course designed for advanced speakers with an emphasis on formal Japanese. This course specifically aims to provide students with content-based instruction utilizing authentic reading materials from local Japanese magazine, Japanese newspaper and web articles. Course will also provides students with a training on writing of basic Japanese business email using polite language (敬語) and on how to properly fill in Resume(履歴書)/ES . In the course, learning of course materials will be done, for a large part, through writing in Japanese. As the course is designated as writing intensive (WI), students are expected to write 16-20 pages in Japanese including revisions, and written assignments contribute significantly to each student’s course grade. Students will receive written/oral feedback from the instructor and his/her fellow students on some of their writing assignments. In order to allow meaningful instructor-student, student-student interactions, the class is restricted to 20 students. The class meets twice a week (M/W) from 3:00 to 4:15 via ZOOM, and will be conducted in Japanese except when English translations are called for. Regular attendance and full preparation for class are expected.

2. Prerequisite: Placement; or consent

Instructor approval is required. Students may be placed into the course through placement test. To arrange for a placement test, please go to the following link: <http://manoa.hawaii.edu/eall/placement-testing/>. (For advising-related inquiries, please write to ealladv@hawaii.edu)

3. Student Learning Outcomes: On successful completion of the course, students will be able to:

1. accurately comprehend the content of authentic reading materials on a range of topics and in different genres.
2. expand on their vocabulary, advanced level 漢語系語彙 in particular.
3. write effective Summaries in Japanese utilizing vocabulary and style appropriate for the purpose and the audience of each reading.
4. write an effective Academic Report incorporating information they find from appropriate sources.
5. become familiar with how to write an effective Rirekisho/Entry Sheet (ES) in Japanese.
6. accurately and effectively Translate materials from English to Japanese. In the process of doing so, students will learn to identify purpose, audience, registry and style appropriate for the material given.
7. understand the protocol of Japanese Business Email, and able to write basic business email.
8. work efficiently in small groups for the goal of developing deeper awareness on topics covered in class as well as improving the quality of assigned writings.

In addition, the following EALL departmental Student Learning Outcomes (SLOs) and Institutional Learning Outcomes (ILOs) apply, at least in part, to this course:

- A. (SLO1: Oral) Engage in oral communication in Japanese in various social contexts, in linguistically and culturally appropriate ways.
- B. (SLO1: Oral) Engage in oral communication in Japanese in various social contexts, in linguistically and culturally appropriate ways.
- C. (SLO2: Reading) Read and comprehend texts written in Japanese from a variety of genres and contexts (e.g., newspapers, essay collections, novels).
- D. (SLO3: Writing) Apply critical thinking and rhetorical skills to produce coherent written works and presentations in both English and Japanese.
- E. (SLO4: Research) Use a variety of Japanese reference works and sources, including dictionaries and encyclopedias both in book form and on the internet.

- F. (SLO5: Research) Conduct independent research on topics pertaining to Japan and effectively communicate the results.
- G. (SLO6: Linguistics) Demonstrate an understanding of phonology, morphology, syntax, and semantics through analysis of words, phrases, and clauses from authentic Japanese samples.
- H. (ILO1: Know—Breadth and Depth Knowledge) Develop an understanding of the world with emphasis on Hawai'i, Asia, and the Pacific by integrating General Education and specialized study in an academic field.
- I. (ILO2: Do—Intellectual and Practical Skills) Improve the ability to think critically and creatively, conduct research, and communicate and report.
- I. (ILO3: Value—Personal and Social Responsibility) Demonstrate excellence, integrity, and engagement through respect for people and cultures.

4. Required Course Material:

JPN 404 is a “0” textbook cost course. Instructor will prepare a packet for each unit. If a packet or any other material is uploaded onto Laulima, it is students’ responsibility to print out and bring them to class meetings.

5. Optional Textbooks and References:

1. Seiichi Makino and Michio Tsutsui. *A Dictionary of Intermediate Japanese Grammar*. Tokyo: The Japan Times, 1995.
2. Seiichi Makino and Michio Tsutsui. *A Dictionary of Advanced Japanese Grammar*. Tokyo: The Japan Times, 2008.

6. Grading: Final course grades will be based on the results of

* Two Unit Tests	20%
* Writing Assignments: (Business Email, Summary, Academic Report, etc.).....	45%
* Mini quizzes & homework.....	20%
* In-class Informal Writings.....	10%
* Preparation, Attendance, in-class performance	5%

100-97%=A+	79-77% =C+
96-93%=A	76-73% =C
92-90%=A-	72-70% =C-
89-87%=B+	69-67% =D+
86-83%=B	66-63% =D
82-80%=B-	62-60% =D-
	59% & below =F

Students taking the course on the Cr/NC option must achieve at least a "C" (not "C-") overall average to receive credit.

7. Class Regulations:

1. Regular attendance is required. In the case of absences, as a general policy, absolutely **NO** make-up work will be given without a valid, documented excuse. Moreover, students with **more than TWO** unexcused absences in the semester can expect to have their course grades lowered by 1point per unexcused absence. After warning by the instructor, 3 tardy will count as 1 absence.
2. **DO ALL THE WORK BY YOURSELF.** Do not have Japanese family members or friends do any of the work for you (including having them give suggestions or correct your work). Any such work will receive a lowered grade or will not be accepted. Additionally, use of any existing work done by persons other than yourself must be properly included (e.g., paraphrased or quoted) and properly credited/cited. Failure to do so will be considered “plagiarism”, which is a punishable academic crime.
3. Mini quizzes and lesson tests must be taken without any aid, including the use of any online apps, such as *りかいくん*, google translate, and the like. In other words, any assistance, devices, or software prohibited in normal “face-to-face” class settings are equally not allowed in the online (testing) environment either. Not complying with this condition will be considered a violation of the student conduct and students who are suspected to be and/or are found to be involved in such conduct will face academic consequences.

Students are expected to be responsible in relations with other members of the UH Mānoa community, respect the interests of the institution, and follow the [student code of conduct](#) while at the University. Violations of this code include matters of alleged academic dishonesty, such as cheating* and plagiarism.

The University of Hawai'i considers *Academic Dishonesty* a serious offense. **Cheating** is a primary type of academic dishonesty, and involves the unauthorized use of information, materials, devices, sources, or practices when completing academic activities. So, for example, it is considered cheating when a student even allows another student to copy from their work, as well as when a student copies the work of another, especially during a test or exam that is to be completed individually: both are highly unauthorized practices. Any student attempting to cheat or involved in cheating will be penalized in said class and will also be reported to the University Office of Student Conduct, where they will be subject to disciplinary action.

UHM Campus policies: <https://manoa.hawaii.edu/catalog/about-uh/campus-policies/>

For more information, please visit the [Office of Student Conduct](#).

4. All assignments must be turned in by the deadline. Late work may be accepted with point deduction.
5. Students **MUST participate in JPN 404 ZOOM class with their VIDEO AND AUDIO on** in order to receive credit for attendance/participation. Students must obtain a written permission from the instructor if they can not comply with this requirement.
6. Students who have questions regarding the course grade MUST contact the instructor via e-mail BY 5/31/2023.
7. If students experience or observe any problem relating to their participation in the class, they may inform the instructor or a designated UHM office listed below.

8. Additional Information:

1. KOKUA Program:

If you have certain needs related to your full participation in class, you may contact the KOKUA Program (KOKUA Program, Student Services Center, Room 013, (V/T) 956-7511, www.hawaii.edu/kokua/). KOKUA is our campus program offering disability access services.

2. UHM Counseling Center (CDSC):

Telephone: 956-7927

Website: <http://manoa.hawaii.edu/counseling/>

“Here at the Counseling and Student Development Center we offer support to UH Manoa students to assist with personal, academic and career concerns. Our approach is encouraging, collaborative, goal focused and culturally sensitive. We are here to help you develop more personal awareness and learn the skills you need to be successful while you are here at the University of Hawaii and beyond.”

3. Office of Gender Equity (Title IX):

Telephone: 956-9499

Website: <http://manoa.hawaii.edu/genderequity/titleix/>

The Office of Gender Equity is ready and able to provide UH Manoa Students, Staff and Faculty with an **absolutely confidential** assessment of your situation if you are experiencing:

- Sexual Harassment/Stalking
- Gender Discrimination
- Sexual Discrimination
- Sexual/Domestic Abuse or Violence

4. Student Basic Needs:

Basic needs include food and housing, childcare, mental health, financial resources and transportation, among others. Student basic needs security is critical for ensuring strong academic performance, persistence and graduation and overall student well-being. If you or someone you know are experiencing basic needs insecurity, please see the following resources: [UH System Student Basic Needs](#).

5. UHM Student Conduct Code:

Students will be held to the highest standards of conduct. See below for details.

UHM Campus policies: <https://manoa.hawaii.edu/catalog/about-uh/campus-policies/>

For more information, please visit the [Office of Student Conduct](#).

6. Back Credits

Students who may be eligible for back credits for previous Japanese language study should go to:

<https://manoa.hawaii.edu/gened/req/hsl/>

Guidelines: <https://manoa.hawaii.edu/gened/wp-content/uploads/2018/11/HSL.backcredits.pdf>

- (1) Only the first language course taken at the university level may be used for back credits. So if the first Japanese course you take after high school is taken at a college or university outside of the UH system and is transferred to your UHM transcript, you will not be eligible to receive back credits here for Japanese even if you subsequently take courses from us.
- (2) Only your first attempt at a language may be used to receive back credits, and it must be taken for a letter grade (not CR/NC) and passed with at least a 'C.' So if you take, say, Japanese 201 as your first Japanese class at UHM and receive less than a 'C' for it (even a 'C-'), you will never receive back credits in Japanese, even if you take the course again and get a 'C' or higher.
- (3) Back credits are not automatically awarded — they must be applied for. You can apply for back credits in Chinese, Japanese or Korean by going to Moore Hall, room 378. You must wait until your course grade is officially entered into your records before applying.

7. EALL:

Please visit the homepage of the Department of East Asian Languages and Literatures for more information on course offerings, the major and minor in Japanese, the certificate in Japanese and other departmental activities: www.hawaii.edu/eall/. (EALL Homepage is currently still under construction)

8. 2023 JLPT:

Students in Japanese 404 are encouraged to take the 2023 Japanese Language Proficiency Test (JLPT), an internationally accredited assessment of your language skills. There are five different levels (N5-N1). Application is accepted from late August till end of September. The exam will be on the UHM campus on first Sunday of December each year. Online registration is available in mid August. For more information, visit www.aatj.org/jlpt-us

講師からのメッセージ

コースのタイトルにもあるように“Advanced Speakers”である皆さんですが、日常会話はできるが敬語は使えない、読み書きが苦手、など自分の日本語スキルの足りないところを認識している人も少なくないのではないのでしょうか。皆さんがもっとレベルアップできそうなところはどこかと考えてみた時、以下の4つのことがあげられるかと思います。4番目は言語スキルには入らないかもしれませんが、非常に価値の高い人間力スキルです。

1. 敬語
2. 上級レベルの語彙や表現
3. 翻訳スキル
4. 文化的にもマルチリンガルであること

上の4つのことを念頭に今学期の授業を進めていきたいと思います。週に2回だけの授業でこの4つの目標をすべてクリアすることは困難ですが、このうちのどれかに少しでも上達が見られれば大変よいのではないのでしょうか。敬語表現が使えるようになる、上級レベルの語彙を増やす、など、ぜひ具体的な目標を持って今学期の勉強に取り組んでください。

「継続（けいぞく）は力なり」

日本語力アップ目指して頑張りましょう！

	DATES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
01	1/9-1/13	Orientation		Intro Unit 「私の転機」		
02	1/16-1/20	HOLIDAY: Martin Luther King, Jr. Day	(1)			
03	1/23-1/27	Unit 1 part 1 「ビジネスメール」				
04	1/30-2/3			(2)		
05	2/6-2/10					
06	2/13-2/17			Unit 1 part 2 「履歴書/ES」		
07	2/20-2/24	HOLIDAY: President's Day				
08	2/27-3/3	Test #1		Unit 2 「要約文」		
09	3/6-3/10					
	3/13-3/17	SPRING RECESS				
10	3/20-3/24					(3)
11	3/27-3/31	HOLIDAY: Kuhio Day				
12	4/3-4/7			Test #2		HOLIDAY: Good Friday
13	4/10-4/14	Unit 3 「レポート」				
14	4/17-4/21					
15	4/24-4/28					
16	5/1-5/5			(Last Day of Instruction)	Study Period (5/4 – 5/5)	
17	5/8-5/12	レポート提出(11pm)				

- (1) Tuesday, January 17 (4:00 pm): Last day to register for a course; last day to change grading mode; Last day for 100% tuition refund
 (2) Wednesday, February 1 (4:00 pm): Last day to drop a course without a "W" grade; Last day for 50% tuition refund
 (3) Friday, March 24 (4:00 pm): Last day to drop a course with a "W" grade. (Please check the UPDATE for Spring 2023 at [https://manoa.hawaii.edu/registrar/registration/withdrawal-and-leave/.](https://manoa.hawaii.edu/registrar/registration/withdrawal-and-leave/))