

Japanese 102 (Spring) and 103 (Fall)
Amherst College

Course instructors

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Course description

This course is designed for students who have previously studied Japanese but need reviews. The course will introduce the overall structure of Japanese, basic vocabulary, and some characters (*Kanji*). The course will also introduce the notion of “cultural appropriateness for expressions,” and will provide practice and evaluations for all four necessary skills: speaking, listening, reading, and writing. Participation in two group meetings (Mondays and Wednesdays) and two small group practice sessions (Tuesdays and Thursdays) per week are required throughout the semester.

Required books

The Japanese Stage-Step Course (Wako Tawa, 2009). Routledge.

1. *The Grammar Textbook*;
2. *Workbook 1*;
3. *The Writing Practice Book*

The textbooks are available at Amherst Books in town.

Course objectives

At Amherst, it takes four semesters for most students to master the following:

1. most of the essential structures of Japanese, including complex structures;
2. several hundred Kanji for writing and an additional few hundred for reading;
3. being able to engage in different kinds of conversations (some practical and some abstract) comfortably in Japanese;
4. being able to read different kinds of materials independently with the aid of dictionaries and instructors;

5. being able to write cohesive paragraphs using good structures in a culturally appropriate manner.

Course organization

Monday	New material will be introduced. Before coming to this class, students are expected to thoroughly read the material to be covered in class.
Tuesday	Small group practice sessions. The material introduced on Monday will be practiced. Before coming to this session, students are expected to have reviewed the Monday material and have learned the new vocabulary.
Wednesday	New material will be introduced. Before coming to this class, students are expected to thoroughly read the material to be covered in class.
Thursday	Small group practice sessions. The material introduced on Wednesday will be practiced. Before coming to this session, students are expected to have reviewed the Wednesday material and have learned the new vocabulary.
Friday	Take a kanji/katanaka quiz and/or submit homework assignment.

1. Use of English in class:

In Japanese 102 and 103, the use of some English in the classes for confirmation has proved to be more efficient than trying to do everything in Japanese because certain new concepts must be clarified, and some grammar or other questions must be answered efficiently. The use of English even in these classes, however, will be reduced as the class advances each semester.

In practice sessions, however, there is really no reason for the students and the teacher to be using English, even in Japanese 102 and 103, because this is where the students should be immersed in the language, and, in fact, this is the only place where they can be immersed.

2. What to bring to the class:

Please know the function of each book of this textbook series:

Grammar Textbook:

Students must read the assigned pages in this grammar textbook before coming to class. This book should also be used to review any grammatical points. There is no need for you to bring this book to class. In fact, during class, you are not allowed to use this book or the notes you make.

Workbook:

This workbook will guide you through learning the material introduced in the *Grammar Textbook*. You must bring this workbook to every class because each class will be carried out with this book.

Writing Practice Book:

This book should be used to practice writing in the Japanese scripts. There is no need to bring this book to class, unless otherwise specified in the daily schedule.

Grade distribution

Attendance (all four days)	5%
Practice session performance	10%
Homework assignments (quantity/quality)	10%
2 Written tests	20% (10% each)
2 Oral tests	20% (10% each)
Final written examination	15%
Final oral test	10%
Kanji/katakana quizzes	5%
Effort	5%

Policies

Being successful in a Japanese language class requires meeting deadlines for frequent assignments and preparing thoroughly for tests and classes. We understand, however, that keeping up with frequent requirements for Japanese class may be difficult at times. We have therefore made the following policies on homework assignments and tests to have a little more flexibility. The policies on attendance and practice session are also stated below.

1. Homework assignments

- (1) Homework assignment is due by 1:00 p.m. on Friday unless otherwise stated. Points will be deducted for a late submission, except when the student uses a late option (see below). Each homework assignment will be graded ($\surd+$, \surd , or $\surd-$). For the final cumulative grade, the lowest grade on homework assignments will be dropped.
- (2) Corrections: When correction is required, the students correct mistakes on their own as much as they can and resubmit the work. The students should come to ask questions when they cannot make the corrections themselves. Some points may be added to the original grade, and the number of points depends on the quality of the corrections. An assignment with corrections unfinished or not made by the deadline will be considered incomplete work.
- (3) Late option: The students are allowed to submit one homework assignment late per semester without any penalty. The late assignment must be completed by 1:00 p.m. on Monday of the following week or the time the student and the instructor have agreed upon. Speak with the instructor prior to the original due date, when using this option
- (4) No work (either an initial work or correction) will be accepted for credits after the deadline for corrections, except when the student uses a late option.

2. Two written tests

- (1) No make-up tests will be given under any circumstances.
- (2) Corrections: When correction is required, the students correct mistakes on their own as much as they can and resubmit the work by the deadline indicated in the daily schedule. The students should come to ask questions when they cannot make the corrections themselves. Some points

may be added to the original grade, and the number of points depends on the quality of the corrections. No additional points will be given if submitted after the deadline, except when the student uses a late option.

3. Two oral tests

- (1) No make-up tests will be given under any circumstances.
- (2) No delays are allowed for the two oral tests.

4. Final written and oral examinations

- (1) No make-up examinations will be given under any circumstances.
- (2) No delays are allowed for the written and oral final examination.

The written final examinations will be a self-scheduled examination, in which the students choose one of the ten specified exam periods during the final examination period. The time and place for the self-scheduled examination will be designated by the College and announced on the Registrar's website later in the semester. It is the student's responsibility to check this information.

Registrar's site: <https://www.amherst.edu/academiclife/registrar/finalexams/selfscheduledexams>

IMPORTANT: For five-college interchange students
Unfortunately, the academic calendar of the five-colleges is not uniform. It is our expectation, however, that all students who take Japanese at Amherst will follow the Amherst calendar, including the final examination schedule as well as the daily schedule. To be fair to other students, we will NOT be able to make special arrangements for final examinations for the five-college students.

5. Kanji/Katakana quizzes

- (1) No make-up quizzes will be given under any circumstances.
- (2) For the final cumulative grade, the lowest grade on kanji/katakana quizzes will be dropped.
- (3) Late option: The students are allowed to take one kanji/katakana quiz late per semester without any penalty. The late quiz must be completed within a week from the original quiz date or the time the student and the instructor have agreed upon. Speak with the instructor prior to the original quiz date, when using this option

6. Attendance

- (1) Every absence from class/session will negatively affect the student's attendance credit. When the students need to miss a class, inform the instructor beforehand. Their absence not only affects the students themselves, but everyone in class. We work hard to make each class as efficient and effective as possible and we may need to reorganize groups if someone will be absent. It is not possible to give a make-up class or make-up practice session to a student who was absent. It is the students' responsibility to check the daily schedule and to know what they have missed. Please do not ask the instructor if you have missed anything important when you

were absent, because the answer is always YES. If the students have specific questions, we would be happy to meet individually.

- (2) Tardiness for class/practice session will also be penalized.

7. Practice session

- (1) In each practice session, the students' performance will be graded.
- (2) The students are required to study the material thoroughly BEFORE coming to each practice session so that the practice session will move smoothly and meaningfully.
- (3) Come to every practice session. This is probably the most important way to participate in class and learn.
- (4) No English is allowed as soon as the students enter the practice session. Japanese should be used among the students in the room as well as with the teacher. Imagine that you are among people who speak no English in Japan. You have to speak Japanese to communicate. Your instructor or an English-speaking person will not be able to accompany you everywhere you go in Japan.
- (5) Avoid any grammar questions. If the students must ask, wait until the session is over. When the students have other questions, such as a meaning of a certain word, ask in Japanese.
- (6) Do not be afraid to make mistakes. We will not take any points off for mistakes in the practice sessions. It is natural to make more mistakes when the students speak more.
- (7) Do not take it personally when corrected. Being corrected is one of the best ways to learn to speak. In fact, the students must get used to being corrected all the time.
- (8) Sit-in Option: As mentioned above, the students are required to study the material thoroughly before coming to each practice session. In case the students are not fully prepared to participate in a practice session, it is suggested that the students use the Sit-in Option explained below.

The students have to come to a practice session, but do not participate in a session. The students sit at the back and learn by observing what other students are doing in a session. When the students choose to use this option, inform the instructor prior to a session. When the instructor finds during a practice session that a student is not prepared well enough to participate, the instructor may recommend her or him to take this option.

This option will not apply when the students are absent from a session. The students can use this option once per semester without receiving any penalty. This means that the use of this option will not affect the grade on "Practice session performance" or attendance credit. From the second sit-in onward, the students still receive an attendance credit, but no points will be given for the performance on that particular day.

8. Other exceptions

Other exceptions can be made only with a class Dean's, your doctor's, or relevant person's note or email.

Recommendations

1. Studying and practicing regularly is the single most important requirement for learning Japanese well for the course. We have observed over and over again a strong correlation between steady study habits and performance in this class: we have never met a student who did well in this course without attending classes and evaluation sessions regularly. On the other hand, everyone who takes attendance seriously does well in the course.
2. Use Japanese as much as possible in all sessions.
3. Communicate with your instructor regularly. Everyone has problems in learning Japanese. Silence or absence from classes is not an effective way to communicate your issues. No problem is a small problem. We deal with every issue seriously, so please bring any issues you have to us as soon and as often as possible.

Online learning tools

The following site gives you:

- (1) some useful learning tools for Japanese, as well as
- (2) instructions for setting up your computer so that you can use it to read and write in Japanese.

https://www.amherst.edu/offices/it/teaching_research/resources/languages/japanese