

<p style="text-align: center;"><b>Japanese 403 “Fourth-Year Japanese for Advanced Speakers I (OC Designation)”</b> <b>Course Syllabus (Fall 2020) MWF 1:30-2:20 (zoom class)</b></p>
--

Instructor: Miki Ogasawara  
E-mail: [mogasawa@hawaii.edu](mailto:mogasawa@hawaii.edu)

Office: Moore Hall 364  
Office Hours: 2:30-3:00 W/F, or by appointment

Japanese 403 (3 credits) is designed for advanced speakers with an emphasis on **formal** Japanese language. The course has three main objectives. (1) It aims to provide students with knowledge of and hands-on practice communicating in ‘Japanese honorific/polite language (敬語)’. (2) Students will, through the course’s content-based reading (and video) materials, be introduced to fourth-year level advanced vocabulary and expressions, particularly ‘compounds written in *kanji*’ (漢語系語彙). (3) As it is a fourth-year Japanese course, students will also be expected to conduct research and make a presentation to the class in Japanese.

The class meets three times a week (MWF) and will be conducted in Japanese, except when English translations are called for. Students’ full preparation, regular attendance, and interaction in Japanese during in-class discussion are required. The course enrollment is limited to 20 students owing to its Oral Communication Focus and provision of in-depth individual feedback on each OC assignment. Students are accepted into the course based on their Japanese Placement Test results and/or via a screening interview.

**Student Learning Outcomes:** On successful completion of the course, students will:

1. be able to summarize in Japanese the content of authentic reading materials on a range of topics and in different genres with accurate comprehension, and be able to express and discuss their opinions and ideas effectively in Japanese.
2. be able to expand on their 漢語系語彙.
3. be able to deliver a brief, effective and pleasant self-introduction making good use of visual enhancers.
4. be able to find resources and content appropriate for their presentation.
5. be able to orally present information in an organized manner with appropriate speech-style.
6. recognize the importance of *keigo* (‘polite language’) in Japanese society, particularly in business situations, and be able to interact appropriately with Japanese clients.
7. be exposed to the translation of short materials from English to Japanese.

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. (SLO2: Reading) Read and comprehend texts written in Japanese from a variety of genres and contexts (e.g., newspapers, essay collections, novels).
- C. (SLO3: Writing) Apply critical thinking and rhetorical skills to produce coherent written works and presentations in both English and Japanese.
- D. (SLO4: Research) Use a variety of Japanese reference works and sources, including dictionaries and encyclopedias both in book form and on the Internet.
- E. (SLO5: Research) Conduct independent research on topics pertaining to Japan and effectively communicate the results.
- F. (SLO6: Linguistics) Demonstrate an understanding of phonology, morphology, syntax, and semantics through analysis of words, phrases, and clauses from authentic Japanese samples.
- G. (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.
- H. (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.

**Required Course Material:**

Japanese 403 (OC) is a “0” textbook cost course. The instructor will prepare a packet for each unit. When a packet, or any other materials are uploaded to Lulima or emailed to you, it is your responsibility to print out and bring them to class meetings.

**Optional Textbooks and References:**

1. Seiichi Makino and Michio Tsutsui. *A Dictionary of Basic Japanese Grammar*. Tokyo: The Japan Times, 1989.
2. Seiichi Makino and Michio Tsutsui. *A Dictionary of Intermediate Japanese Grammar*. Tokyo: The Japan Times, 1995.
3. Seiichi Makino and Michio Tsutsui. *A Dictionary of Advanced Japanese Grammar*. Tokyo: The Japan Times, 2008.

## **Grading:**

Final course grades will be based on the results of the following. As the course is designated as a 3-credit OC course, at least 40% of the course grade must be based on its Oral activity component.

* Unit Tests (x3) (written) .....	25%
* OC Components.....	50%
(Self-introduction...5%, Oral Test (x2) on <i>Keigo</i> ...30%, Presentation...15%)	
* Homework & Mini Quizzes .....	20%
* Participation (in-class performance, participation, preparation and attendance) .....	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. A course grade of a "C" or better is a prerequisite for taking Japanese 404 (WI) and/or 407.*

## **Three Major OC Components (50%):**

\*The following Oral Communication Assignments will count for 50% of the course grade.

\*For Assignments that require written feedback, the rubric will be provided beforehand.

### **Assignment #1: "Self-Introduction" (5%)**

The ability to introduce yourself in an effective and pleasant way is an important social skill. Students will first observe self-introduction samples and then engage in brainstorming discussions. After, students will introduce themselves to class in Japanese. The presentation must be between 5-6 minutes and my utilize power point, but not to be no more than six slides is limited to six. A *keyword* ---your motto or goal for Japanese studies---must be presented on one of the slides. Students will receive written feedback and suggestions from both the instructor and their peers.

### **Assignment #2: "Keigo ('honorific/polite language') Tasks" (30%)---Business/Professional Settings**

Two Oral Tests (x2: 15% each) will be given after practicing *keigo* tasks such as:

‘Interview’

Students will interview a new Japanese faculty member (played by the instructor) for the purpose of writing an article introducing her on the EALL website.

‘Briefing’

Student will provide a ‘briefing’ to a hotel guest (played by the instructor). The student is expected to speak politely, demonstrating their *keigo* proficiency as well as basic business protocols.

‘Telephone Conversations’

Students will speak on the phone with a Japanese client using *keigo*. When a client leaves a message, the student will relate it to his/her superior (played by the instructor).

In the above *keigo* tasks, students will learn about the rules of *keigo* via lectures and handouts and engage in a few Role-Play exercises before the oral tests are given.

### **Assignment #3: Presentation" (15%)**

Students (individually or in pairs) will choose a topic of their interest. They will conduct research and find one or two articles appropriate for their topic, and orally present them to the instructor for feedback/suggestions (5%). These articles will serve as a part of the main resources for their Final (research-based) Presentation (10%). The presentation must be well organized and thoroughly rehearsed. Throughout the process of Assignment #3, students will receive individualized guidance from the instructor. After their Final Presentation, instructor feedback and peer feedback will be provided.

## **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 THREE** unexcused absences in the semester can expect to have their course grades lowered by 1 point for each additional unexcused absence. Please enter the JPN403 Zoom Meeting Room for class a few minutes early so that we can start promptly at 1:30. You also need to attend the class with your video camera and audio on. The recording class meetings and/or uploading of them to the Internet (YouTube, SNS, etc.) is not allowed.

2. Full preparation for class and prompt completion of assignments is required. Full preparation means that you can read the text with reasonable fluency, can demonstrate understanding of the text, and can provide answers to the questions about the reading. All assignments must be completed without the help of a Japanese native-speaker. Any written assignment that appears to have been done thoughtlessly or carelessly or with help from a Japanese native-speaker will receive a lowered grade.
3. All assignments must be turned in by the deadline. Late work may be accepted with a point deduction.
4. Personal use of electronic devices (iPhones included) not relating to classwork is not allowed during class hours. During tests, students are not allowed to look at notes, use any other electronic device, visit online sites, or give or receive aid. Your video camera must be on at all times.
5. Please use a pencil and an eraser, or a new corrected paper, for the homework and quizzes.
6. Students must download and print out materials uploaded onto Laulima and bring them to class meetings. Students must check their 'hawaii.edu' email EVERY DAY for notices, updates, or reminders.

## **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/](http://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. UHM Student Conduct Code:**

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

[http://studentaffairs.manoa.hawaii.edu/downloads/conduct\\_code/UHM\\_Student\\_Conduct\\_Code.pdf](http://studentaffairs.manoa.hawaii.edu/downloads/conduct_code/UHM_Student_Conduct_Code.pdf)

### **5. Back Credits**

Students who may be eligible for back credits for previous Japanese language study should see the UH Manoa back credit policy at: <<http://www.hawaii.edu/gened/HSL/Guidelines2010.pdf>>.

### **6. 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/](http://www.hawaii.edu/eall/).

## **<講師からのメッセージ>**

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、以下があげられるかと思います。

- |                     |                     |
|---------------------|---------------------|
| 1. 敬語               | (403では特に尊敬語を重点的に扱う) |
| 2. (中) 上級の漢字語彙      | (特に漢語系語彙を増やす)       |
| 3. 翻訳スキル            | (主に404で扱う)          |
| 4. 文化的にもバイリンガルであること | (価値の高い人間力スキル)       |

以上の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っています。週に3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簡単ではありません。ですが、このうちのどれかにおいて少しでも上達が見られるよう、目標を設定して勉強をしていってください。

日本語力アップ目指して頑張りましょう！

# Japanese 403 Fall 2020 Schedule

Instructor: Miki Ogasawara ([mogasawa@hawaii.edu](mailto:mogasawa@hawaii.edu))

Office Hours: 2:30-3:00 W/F, or by appointment (スケジュールは、進度などにより変更することもあります)

	DATES	MONDAY	(TUE)	WEDNESDAY	(THU)	FRIDAY
01	8/24-8/28	Orientation		ユニット1： 「自己紹介」		
02	8/31-9/4		(1)			
03	9/7-9/11	<b>HOLIDAY:</b> <i>Labor Day</i>		ユニット2： 「敬語：尊敬語」		
04	9/14-9/18		(2)	<i>Roadmap Presentation</i> <i>by Dr. Dina Yoshimi</i>		
05	9/21-9/25					
06	9/28-10/2					
07	10/5-10/9	オーラルテスト#1	----->	オーラルテスト#1		ユニット2テスト (筆記)
08	10/12-10/16	ユニット3： 「敬語：謙譲語」				
09	10/19-10/23					
10	10/26-10/30					
11	11/2-11/6	(3) オーラルテスト#2	<b>HOLIDAY:</b> <i>Election</i>	オーラルテスト#2		ユニット3テスト (筆記)
12	11/9-11/13	ユニット4： 「発表」		<b>HOLIDAY:</b> <i>Veterans' Day</i>		
13	11/16-11/20					
14	11/23-11/27				<b>HOLIDAY:</b> <i>Thanksgi</i>	<b>Non-Instructional Day</b>
15	11/30-12/4	発表		発表		発表
16	12/7-12/11	発表		コース最終日		Study Period (12/11 – 12/12)
17	12/14-12/18	<b>FINAL EXAM</b> (ユニット4テスト) <b>2:15-4:15</b>				

(1) Tuesday, September 1 (4:00 pm): Last day to register for a course; last day to change grading mode; Last day for 100% tuition refund

(2) Tuesday, September 15 (4:00 pm): Last day to drop a course without a "W" grade; Last day for 50% tuition refund

(3) Monday, November 2 (4:00 pm): Last day for In-person restricted withdrawal (with "W" grade). After November 2, no withdrawals are permitted, except under unusual circumstances beyond your control.

For other relevant academic dates, see this link: <https://manoa.hawaii.edu/registrar/academic-calendar/fall-2020/>