I. COURSE OBJECTIVES
This course aims to develop communicative skills based on the fundamentals of grammar, vocabulary and conversational expressions. Students will acquire the followings:
1. Speaking and listening proficiency to carry out simple everyday conversation,
2. Reading skills to understand short, simple written materials
3. Writing skills to be able to write short letters and essays using appropriate Hiragana and Katakana scripts and about 193 Chinese characters.

II. TEACHING STAFF
1. Instructor:
   Kumi Hashimoto 橋本久美（はしもとくみ）
   khashimoto@eastasian.ucsb.edu
   Office: HSSB #2218
   Office hours: Mon. & Wed. 12:00-1:00
2. Teaching Assistant:
   Allison Adelman アリソン・アデルマン
   Office: HSSB #2233
   Office hours: Tues. & Thurs. 12:00-12:30

III. CLASS MEETINGS (Monday – Friday at HSSB 1231)
A 10 minute-break follows after each class time:
(1) 8:00~8:50 (2) 9:00~9:50 (3) 10:00~10:50 (4) 11:00~11:50

IV. COURSE MATERIALS
1. REQUIRED TEXTBOOK and WORKBOOK (Available at UCSB bookstore.)
   We will cover Lessons 11 & 12 in Volume I, and Lessons 13, 14, and 15 in Volume II of the “Genki” textbooks. Please purchase Volume II textbook and workbook during the first week of this session.
   by E. Banno, Y. Ohno, Y. Sakane, C. Shinagawa, & K. Tokashiki. The Japan Times

   by E. Banno, Y. Ohno, Y. Sakane, C. Shinagawa, & K. Tokashiki. The Japan Times

2. RECOMMENDED KANJI LEARNING BOOK
   KANJI LOOK AND LEARN-512 Kanji with Illustrations and Mnemonic Hints.
   The Japan Times ISBN: 978-4-7890-1349-9

V. YOUR RESPONSIBILITIES
You are responsible for the followings:
1. Attending the class everyday and actively participating in classroom activities
2. Reading, in advance, grammar explanations that are found in the textbook
3. Memorizing and orally practicing vocabulary
4. Reviewing what you have learned

Since this course is intensive, it is absolutely essential that you come to class WELL-PREPARED.
VI. GRADING
This course can be taken for a letter grade only. Neither pass or fail nor incomplete grades will be given. A grade will be issued on the basis of:

1. Daily class attendance                7%
2. Homework                              11%
3. Quizzes                               21%
4. Mid-term exam                         22%
5. Oral performance                      5%
6. Oral final exam (interview)           6%
7. Final exam                            28%
TOTAL   100%

VII. COURSE POLICIES
1. Attendance
(1) Your first four absences (i.e., four periods missed) will not be counted against your grade regardless of the reason.
(2) Absence from twelve or more periods, including your first four absences mentioned above, will automatically reduce the highest possible final grade to C-, unless the circumstances are exceptional.
(3) Absence from twenty or more periods total will result in a grade of F.
(4) Three late arrivals to the class or leaving the class early count as one absence.
(5) If you miss a class meeting, please obtain handouts before the next class. You can find them in the box marked “1st year Japanese” by the door at HSSB #2233 (TA Office).

2. Homework submission
(1) Leave homework on the instructor’s desk at the beginning of the first period on the day it is due. Late homework (including submission after class) will NOT receive any credit.
(2) Write the homework number on the top of the homework sheet.
(3) For copies, papers with the same homework number should be stapled together. Do not staple separate number homework together.
(4) Your first three missed homework assignments will not be counted against your grade.

3. Quizzes
(1) No make-up quizzes will be given.
(2) Your lowest quiz score will be disregarded. If you miss a quiz, the quiz will be the one to be disregarded.

4. Oral Performance and Oral Final Exam (interview)
(1) No make-up will be given.
(2) An oral performance and an oral final exam will be given on the day designated on the schedule.

5. Written Examinations (mid-term exam & final exam)
(1) No make-ups will be given.
(2) Refer to the course schedule for the date and time of each exam. The final examination must be taken on the scheduled date and time at the regular classroom.

6. Others
(1) You MUST turn off your cell phone in class. NO TEXTING!
(2) You MUST NOT leave the classroom without the instructor’s permission.
VIII. USEFUL WEBSITES (for Preparation and Review) & INFORMATION

1. Gaucho Space  http://gauchospace.ucsb.edu
   - Please check the answers for listening homework.
   - Link to e-Japanese

   - Vocabulary and kanji practice
   - Information on Japanese language courses

3. Genki-Online  http://genki.japantimes.co.jp
   - For kanji, verb/adjective conjugation & vocabulary exercises
   - http://genki.japantimes.co.jp/self/genki-movie (Genki video, etc.)
   - http://kanji.asianmideast.duke.edu/ (kanji exercises)
   - http://genki.japantimes.co.jp/self/genki-kanji-list-linked-to-wwkanji (kanji stroke order animation)

4. Other online resources
   - http://language.tiu.ac.jp/index_e.html (Reading Tutor)
   - http://www.rikai.com/ (RIKAI: Online dictionary)
   - http://www.popjisyo.com/WebHint/Portal_e.aspx (POPじしょ: Pop-up Online dictionary)
   - http://www.polarcloud.com/rikaichan (Rikaichan: Pop-up Online dictionary)

IX. Summary: This is what you need to do in order to pass the course (i.e., to obtain a C or above).

1. This is a very intensive course. Please budget your time carefully so you have enough time to study for the course.
2. Attend the class sessions consistently, being prepared for what is covered each day.
3. Turn in the homework sets on time.
4. Take all the quizzes and the exams.
5. Review each homework set and each quiz to improve your understanding of the course materials and the class performance. This is essential for exams.
6. If an instructor and/or a TA suggest that you come see them during their office hours, please follow their suggestion. If they tell you to come see them, it means you need their help to pass the course.

Mostly importantly:

1. It is your responsibility to make sure you know all the dates for assignment dues, quizzes, and exams. (Do not rely on others to remind you.)

2. Your grade has to be a C or above in order to take Japanese 4.

3. Plagiarism is a serious violation of academic honesty. This may result in you failing this course and you will be reported to the Judicial Affairs Office. Plagiarism includes but not limited to:
   - Copying other students’ homework.
   - Cheating quizzes and/or exams.
   - Telling other students what is on quizzes and exams.