

# COURSE SYLLABUS



COURSE TITLE:	JAPN-100-Introduction to Japanese 1
CLASS SECTION:	001
TERM:	2025W
COURSE CREDITS:	3
DELIVERY METHOD(S):	In Person

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Ləkʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

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## INSTRUCTOR DETAILS

NAME:	Akiko Hayashi
EMAIL:	hayashia@camosun.ca
OFFICE:	Y315F
HOURS:	Mon/Tu/Wed 3:30-4:30. Th 1:30-2:20 or by appointment

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

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## CALENDAR DESCRIPTION

This is an introductory course for students with little or no knowledge of Japanese. Students will gain listening and speaking skills and abilities to converse on daily routines and social activities. Reading and writing skills will be developed at a basic level using the writing systems of Hiragana and Katakana, as well as a limited number of Kanji. Grammar and vocabulary will be introduced in the context of dialogues on familiar topics in the polite form. Interactive learning activities will provide opportunities for students to develop confidence by using the language in individual and small group settings in class. To add to their knowledge of the language, students will be introduced to some aspects of Japanese culture.

**PREREQUISITE(S):** See Co-requisites

**CO-REQUISITE(S):** One of C in English; C in Camosun Alternative.

Notes: Native speakers of Japanese may not enroll.

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## COURSE LEARNING OUTCOMES / OBJECTIVES

Upon completion of this course a student will be able to:

1. Engage in basic conversational exchanges in Japanese related to daily, routine activities and social interactions on familiar topics such as family, friends, food, shopping, and social activities
  - a) Introduce oneself and converse on matters of immediate personal relevance
  - b) Extend and decline invitations and negotiate date, time, and place
  - c) Ask questions to get information, seek clarification, and maintain conversations

2. Use standard Japanese pronunciation accurately in short, scripted conversations
3. Accurately use essential Japanese vocabulary and grammar patterns, including verb conjugations and particles,  
to describe past and present daily routines and activities
4. Write a simple passage using Hiragana, Katakana, and selected Kanji characters
5. Use Romaji script (writing of Japanese in Latin script) to create a simple typewritten passage
6. Read short, simple texts in Japanese on routine and familiar topics
7. Use polite Japanese cultural customs including body language and social conventions in basic conversations and social activities
8. Develop a beginning knowledge of Japanese cultural norms through the study of the language.

#### REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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- 1) Text: An Integrated Course in Elementary Japanese, Genki I, The Japan Times, 3<sup>rd</sup> Edition
- 2) Workbook: An Integrated Course in Elementary Japanese, Genki I, Workbook I, The Japan Times, 3<sup>rd</sup>

#### COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

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The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK	ACTIVITY or TOPIC	OTHER NOTES
1 : Jan 6/8	Introduction. Greetings / Numbers / Writing system. L1	Starting on the 13 <sup>th</sup> , every M <b>before the class</b> , submit PDF review sheets on D2L. Hardcopies given in class.
2 : Jan 13/15	L1	D2L Quiz 1 (Jan 17 <sup>th</sup> F)
3 : Jan 20/22	L1 / L2	AST 1 (Jan 20 <sup>th</sup> M) TASK 1 a) (Jan 22 <sup>nd</sup> W)
4 : Jan 27/29	L2	D2L Quiz 2 (Jan 29 <sup>th</sup> W) TASK 1 b) (Jan 31 <sup>st</sup> F)
5 : Feb 3/5	L2	TASK 1 c) (Feb 5 <sup>th</sup> W) AST 2 (Feb 10 <sup>th</sup> M)
6 : Feb 10/12	L2 / L3	In-Class Q3 (Feb 12 <sup>th</sup> W)
7 : Feb 17/19	L3 / READING BREAK	
8 : Feb 24/26	L3	
9 : Mar 3/5	L3 / L4	AST 3 (Mar 3 <sup>rd</sup> M)
10 : Mar 10/12	L4	D2L Quiz 4 (Mar 12 <sup>th</sup> -14 <sup>th</sup> )
11 : Mar 17/19	L4	

WEEK	ACTIVITY or TOPIC	OTHER NOTES
12 : Mar 24/26	L4	AST 4 (Mar 24 <sup>th</sup> M) TASK 2 a) (Mar 28 F)
13 : Mar 31 / April 6	Review / Quiz 5 / Oral interview prep	In-Class Quiz 5 (Mar 31 <sup>st</sup> M)
14 : April 7/9	Oral Interview	Oral Interview (Apr 7 <sup>th</sup> or 9 <sup>th</sup> ) TASK 2 b) (Apr 10 <sup>th</sup> Th)

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams). <https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

## EVALUATION OF LEARNING

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DESCRIPTION	WEIGHTING
Assignments (3% x 4)	12%
Quizzes (see below)	38%
Review sheets (MUST be submitted on D2L before the start of Tuesday classes)	10%
TASK 1 : a) hand written(3%) b) type (2%) c) video recording submission (3%)	8%
TASK 2 : a) writing on a given topic (5%) b) presentation (online submission) (5%)	10%
Oral Interview	15%
Participation	7%
	<b>TOTAL</b>
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information.  
<https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

### Quizzes

There are 5 quizzes.

Quiz 1: Hiragana recognition on D2L (5%)

Quiz 2: mini quiz on Lesson 1, taken on D2L during the specific time frame. (6%)

Quiz 3: Quiz on Lesson 1/2, taken during the class. (10%)

Quiz 4: mini quiz on Lesson 3, taken on D2L during the specific time frame. (7%)

Quiz 5: Quiz on Lesson 3/4, taken during the class. (10%)

## COURSE GUIDELINES & EXPECTATIONS

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**JAPN 100** is designed for students who have no previous knowledge of the Japanese language and aims at balanced development of the four language skills of listening, speaking, reading and writing. Upon acquiring the fundamental sentence structures, expressions and vocabulary items, students can comprehend and carry on a basic conversation in Japanese within limited contexts. JAPN 100 covers Genki I, Lesson 1-4. This course is university transferrable to other institutions.

### Attendance and participation

Your learning in this course is based on [consistent, active participation in class activities](#). Through instructor-guided activities in class you will have the opportunity to develop your speaking and listening skills as you practice and receive feedback from your peers and the instructor. This means speaking in class on a regular basis, actively listening to your classmates, speaking often in small groups or sometimes to the whole class. The exercises we practice together will build your skills, reduce anxiety, and help grow your confidence to complete the graded assessments in the course. As such, [attendance in class is essential to your success in the course](#). Please remember that learning a new language requires a commitment, and if you don't understand something, please don't hesitate to contact me!

### Due Dates and Late Assignments

It is expected that students will hand in assignments on time. The due dates are established in accordance with the course and term duration. The purpose of the due dates is to help both you and I to get the assignments done so that they can be assessed in a timely manner (unless you have an approved academic accommodation through CAL). Late assignments may be graded but marks equivalent to 10% of the total value of the assignment will be deducted for each day, inclusive of days on the weekend, past the deadline. not be accepted that are late more than three days, inclusive of days over the weekend. Please note: Assignments must be completed [individually](#). The copied work, or done by on-line translation program, etc., will receive 0%.

### Review sheets submission (PDF reviews)

Throughout the course, you are required to complete review sheets after the week's grammar concepts are learned. These review sheets are provided in class each week. The completed work must be uploaded on D2L [before the class starts on every Monday](#). [Late submission will NOT receive any marks](#). Your work will be evaluated for completeness, carefulness, and whether or not you submitted the work on time.

### Exam Procedures

All exams must be written at the scheduled times and place with the exception of students requiring an accommodation by CAL. It is understood that emergency circumstances do occur (e.g. severe illness or family emergency); for such circumstances accommodation may be offered at the discretion of the instructor, provided the student:

- a) notifies the instructor in advance of the exam (not after), and
- b) provides documented evidence of the circumstance (e.g. medical certificate).

If an exam is missed with an excused absence, it is up to the instructor's discretion as to how the mark will be made. Be sure not to make travel plans to go away during the semester and for the end of semester.

**note:** the use of cell phones during a test or quiz is not allowed and may result in a zero for that assessment.

## Study Habits

Consistent study habits are essential to do well in this course. You should plan on a weekly minimum of 3-5 hours outside of scheduled class time for the completion of readings, assignments and for general studying.

Please note that the explanations and exercises given during the class should not be your sole source of information and practice. You will need to read text explanation, study vocabulary, and review what you have learned in each class to support your understanding. Forming a study group to support one another is helpful.

It is also recommended to make your own notes on grammar explanations, incorporating additional information from your textbook. Study these notes before the next class to prepare yourself for new material, which will often build on previously covered material. Please take advantage of office hours if you need extra clarification and help.

**Tech support:** If you need tech support, please visit

<https://camosun.teamdynamix.com/TDClient/67/Portal/Home/?ID=b9469a07-8dc7-4e4d-b38a-77c0da7d599b>

**D2L support:** If you need D2L support, please visit

<https://camosun.teamdynamix.com/TDClient/67/Portal/Requests/ServiceCatalog?CategoryID=522>

## SCHOOL OR DEPARTMENTAL INFORMATION

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**WARNING:** All work submitted for this class must be your work and your work alone. This means other students, family members, tutors, teachers or any other proficient Japanese speaker should not be helping you complete your work nor checking over any assignments you plan to submit. In other words, you may only use the following approved resources to prepare your assignments: your textbook, class notes, class handouts, and resources on D2L. Unauthorized online resources include, but are not limited to, Google Translate or any other online translator as well as any AI program such as ChatGPT.

The instructor reserves the right to ask you about your use of phrases and structures that students at your level are unlikely to be familiar with. An inability to answer appropriately may require an Academic Infraction Report to be sent to the Dean of the School of Arts and Science for further follow-up with you and the assessment will receive a mark of 0. The same consequence will follow for copied work.

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit [camosun.ca/services](https://camosun.ca/services).

Support Service	Website
Academic Advising	<a href="https://camosun.ca/services/academic-supports/academic-advising">camosun.ca/services/academic-supports/academic-advising</a>
Accessible Learning	<a href="https://camosun.ca/services/academic-supports/accessible-learning">camosun.ca/services/academic-supports/accessible-learning</a>
Counselling	<a href="https://camosun.ca/services/health-and-wellness/counselling-centre">camosun.ca/services/health-and-wellness/counselling-centre</a>
Career Services	<a href="https://camosun.ca/services/co-operative-education-and-career-services">camosun.ca/services/co-operative-education-and-career-services</a>
Financial Aid and Awards	<a href="https://camosun.ca/registration-records/financial-aid-awards">camosun.ca/registration-records/financial-aid-awards</a>
Help Centres (Math/English/Science)	<a href="https://camosun.ca/services/academic-supports/help-centres">camosun.ca/services/academic-supports/help-centres</a>
Indigenous Student Support	<a href="https://camosun.ca/programs-courses/iecc/indigenous-student-services">camosun.ca/programs-courses/iecc/indigenous-student-services</a>
International Student Support	<a href="https://camosun.ca/international">camosun.ca/international</a>
Learning Skills	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>
Library	<a href="https://camosun.ca/services/library">camosun.ca/services/library</a>
Office of Student Support	<a href="https://camosun.ca/services/office-student-support">camosun.ca/services/office-student-support</a>
Ombudsperson	<a href="https://camosun.ca/services/ombudsperson">camosun.ca/services/ombudsperson</a>
Registration	<a href="https://camosun.ca/registration-records/registration">camosun.ca/registration-records/registration</a>
Technology Support	<a href="https://camosun.ca/services/its">camosun.ca/services/its</a>
Writing Centre	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

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### Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>  
Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

### Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines: <https://camosun.ca/cal>

### Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

### Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [Medical/Compassionate Withdrawals policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence occurred, students can access support at Camosun. The Office of Student

Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and [camosun.ca/services/sexual-violence-support-and-education](https://camosun.ca/services/sexual-violence-support-and-education).

To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

### Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes