JAPN1120
Elementary Japanese 2
Course Outline

Course Co-ordinator: Graham Squires
Room: MCG37a
Ph: 49215368 Fax: 49215213
Email: Graham.Squires@newcastle.edu.au
Consultation hours: Monday 11-1
Semester: Semester 2 - 2010
Unit Weighting: 10
Teaching Methods: Lecture
Brief Course Description: Designed for those with a knowledge of Japanese equivalent to a pass in JAPN1110 this course continues to provide basic skills in the areas of vocabulary, grammar, speaking, listening and cultural understanding.

Contact Hours: Lecture for 4 Hours per Week for 13 Weeks
Learning Materials/Texts: Available through Blackboard
Assumed Knowledge: A knowledge of Japanese equivalent to a pass in JAPN1110

Course Objectives:
1. Provide students with a knowledge of basic vocabulary and grammar
2. Develop skills in aural-oral communication
3. Provide knowledge of the writing system
4. Give students an understanding of Japanese culture

Course Content: Students will study: writing system (Chinese characters); pronunciation; vocabulary and grammar; dialogues in Japanese and Japanese culture

Assessment Items
Quiz - Class 8 Weekly tests 40%
Quiz - Class 3 In-Semester Tests 60%
If you are unable to attend an in-semester test apply for Special Consideration. If you are unable to attend a weekly test e-mail me within one week of the test date to arrange a make-up test.

Timetable

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Tuesday</td>
<td>11:00 - 13:00</td>
<td>[MCG28C]</td>
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<tr>
<td>Thursday</td>
<td>9:00 - 11:00</td>
<td>[V105]</td>
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</table>

Course Outline Issued and Correct as at: Week 1, Semester 2 - 2010

CTS Download Date: 22/6/2010
<table>
<thead>
<tr>
<th>Week</th>
<th>Week beginning</th>
<th>Assessment at a Glance</th>
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<tbody>
<tr>
<td>1</td>
<td>26 July</td>
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<tr>
<td>2</td>
<td>2 August</td>
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<tr>
<td>3</td>
<td>9 August</td>
<td>Semester Test 1</td>
</tr>
<tr>
<td>4</td>
<td>16 August</td>
<td>WT1</td>
</tr>
<tr>
<td>5</td>
<td>23 August</td>
<td>WT2</td>
</tr>
<tr>
<td>6</td>
<td>30 August</td>
<td>WT3</td>
</tr>
<tr>
<td>7</td>
<td>6 September</td>
<td>WT4</td>
</tr>
<tr>
<td>8</td>
<td>13 September</td>
<td>Semester Test 2</td>
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<tr>
<td>9</td>
<td>20 September</td>
<td>WT5</td>
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<td></td>
<td>Mid-Semester Recess: Monday 27 September to Friday 8 October</td>
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<tr>
<td>10</td>
<td>11 October</td>
<td>WT6</td>
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<tr>
<td>11</td>
<td>18 October</td>
<td>WT7</td>
</tr>
<tr>
<td>12</td>
<td>25 October</td>
<td>WT8</td>
</tr>
<tr>
<td>13</td>
<td>1 November</td>
<td>Semester Test 3</td>
</tr>
</tbody>
</table>
IMPORTANT UNIVERSITY INFORMATION

ACADEMIC INTEGRITY

Academic integrity, honesty, and a respect for knowledge, truth and ethical practices are fundamental to the business of the University. These principles are at the core of all academic endeavour in teaching, learning and research. Dishonest practices contravene academic values, compromise the integrity of research and devalue the quality of learning. To preserve the quality of learning for the individual and others, the University may impose severe sanctions on activities that undermine academic integrity. There are two major categories of academic dishonesty:

Academic fraud is a form of academic dishonesty that involves making a false representation to gain an unjust advantage. Without limiting the generality of this definition, it can include:

a) falsification of data;
b) using a substitute person to undertake, in full or part, an examination or other assessment item;
c) reusing one's own work, or part thereof, that has been submitted previously and counted towards another course (without permission);
d) making contact or colluding with another person, contrary to instructions, during an examination or other assessment item;
e) bringing material or device(s) into an examination or other assessment item other than such as may be specified for that assessment item; and
f) making use of computer software or other material and device(s) during an examination or other assessment item other than such as may be specified for that assessment item.
g) contract cheating or having another writer compete for tender to produce an essay or assignment and then submitting the work as one’s own.

Plagiarism is the presentation of the thoughts or works of another as one's own. University policy prohibits students plagiarising any material under any circumstances. Without limiting the generality of this definition, it may include:

a) copying or paraphrasing material from any source without due acknowledgment;
b) using another person’s ideas without due acknowledgment;
c) collusion or working with others without permission, and presenting the resulting work as though it were completed independently.

Turnitin is an electronic text matching system. During assessing any assessment item the University may - Reproduce this assessment item and provide a copy to another member of the University; and/or Communicate a copy of this assessment item to a text matching service (which may then retain a copy of the item on its database for the purpose of future checking). Submit the assessment item to other forms of plagiarism checking

RE-MARKS AND MODERATIONS

Students can access the University's policy at: [http://www.newcastle.edu.au/policylibrary/000769.html](http://www.newcastle.edu.au/policylibrary/000769.html)

MARKS AND GRADES RELEASED DURING TERM

All marks and grades released during term are indicative only until formally approved by the Head of School.

SPECIAL CIRCUMSTANCES AFFECTING ASSESSMENT ITEMS

Extension of Time for Assessment Items, Deferred Assessment and Special Consideration for Assessment Items or Formal Written Examinations items must be submitted by the due date in the Course Outline unless the Course Coordinator approves an extension. Unapproved late submissions will be penalised in line with the University policy specified in Late Penalty (under student) at the link above. Requests for Extensions of Time must be lodged no later than the due date of the item. This applies to students:

- applying for an extension of time for submission of an assessment item on the basis of medical, compassionate, hardship/trauma or unavoidable commitment; or
- whose attendance at or performance in an assessment item or formal written examination has been or will be affected by medical, compassionate, hardship/trauma or unavoidable commitment.

Students must report the circumstances, with supporting documentation, as outlined in the Special Circumstances Affecting Assessment Items Procedure at: [http://www.newcastle.edu.au/policylibrary/000641.html](http://www.newcastle.edu.au/policylibrary/000641.html)

Note: different procedures apply for minor and major assessment tasks.

Students should be aware of the following important deadlines:

- Special Consideration Requests must be lodged no later than 3 working days after the due date of submission or examination.
- Rescheduling Exam requests must be received no later than 10 working days prior the first date of the examination period. 

**Late applications may not be accepted.** Students who cannot meet the above deadlines due to extenuating circumstances should speak firstly to their Program Officer or their Program Executive if studying in Singapore.

**STUDENTS WITH A DISABILITY OR CHRONIC ILLNESS**

University is committed to providing a range of support services for students with a disability or chronic illness. If you have a disability or chronic illness which you feel may impact on your studies please feel free to discuss your support needs with your lecturer or course coordinator. Disability Support may also be provided by the Student Support Service (Disability). Students must be registered to receive this type of support. To register contact the Disability Liaison Officer on 02 4921 5766, email at: student-disability@newcastle.edu.au. As some forms of support can take a few weeks to implement it is extremely important that you discuss your needs with your lecturer, course coordinator or Student Support Service staff at the beginning of each semester. For more information on confidentiality and documentation visit the Student Support Service (Disability) website: www.newcastle.edu.au/services/disability.

**CHANGING YOUR ENROLMENT**

Students enrolled after the census dates listed in the link below are liable for the full cost of their student contribution or fees for that term. http://www.newcastle.edu.au/study/fees/censusdates.html

Students may withdraw from a course without academic penalty on or before the last day of term. Any withdrawal from a course after the last day of term will result in a fail grade. **Students cannot enrol in a new course after the second week of term**, except under exceptional circumstances. Any application to add a course after the second week of term must be on the appropriate form, and should be discussed with staff in the Student Hubs or with your Program Executive at PSB if you are a Singapore student.

To check or change your enrolment online go to myHub: https://myhub.newcastle.edu.au

**STUDENT INFORMATION & CONTACTS**

Various services are offered by the Student Support Unit: www.newcastle.edu.au/service/studentsupport/

**The Student Hubs** are a one-stop shop for the delivery of student related services and are the first point of contact for students studying in Australia. Student Hubs are located at:

<table>
<thead>
<tr>
<th>Callaghan Campus</th>
<th>Port Macquarie Student Hub</th>
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<tbody>
<tr>
<td>Shortland Hub: Level 3, Shortland Building</td>
<td>The University of Newcastle</td>
</tr>
<tr>
<td>Hunter Hub: Level 2, Student Services Centre</td>
<td>A Block, Administration</td>
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<tr>
<td></td>
<td>Widderson Road</td>
</tr>
<tr>
<td></td>
<td>Port Macquarie NSW 2444</td>
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<tr>
<td></td>
<td>Phone: 49215000</td>
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<tr>
<td>City Precinct</td>
<td>Singapore students</td>
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<tr>
<td>City Hub &amp; Information Common, University House</td>
<td>contact your PSB Program Executive</td>
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<tr>
<td>Central Coast Campus (Ourimbah)</td>
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<tr>
<td>Student Hub: Opposite the Main Cafeteria</td>
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</tbody>
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**OTHER CONTACT INFORMATION**

**Faculty Websites**

- www.newcastle.edu.au/faculty/business-law/
- www.newcastle.edu.au/faculty/education-arts/
- www.newcastle.edu.au/faculty/engineering/
- www.newcastle.edu.au/faculty/health/
- www.newcastle.edu.au/faculty/science-it/

**Rules Governing Undergraduate Academic Awards**

- www.newcastle.edu.au/policylibrary/000311.html

**Dean of Students Office**

The Dean of Students and Deputy Dean of Students work to ensure that all students receive fair and equitable treatment at the University. In doing this they provide information and advice and help students resolve problems of an academic nature. http://www.newcastle.edu.au/service/dean-of-students/  
Phone: 02 4921 5806  
Fax: 02 4921 7151  
Email: Dean-of-Students@newcastle.edu.au

**University Complaints Managers Office**

The University is committed to maintaining and enhancing fair, equitable and safe work
Rules Governing Postgraduate Academic Awards

Rules Governing Professional Doctorate Awards
www.newcastle.edu.au/policylibrary/000580.html

General enquiries
Callaghan, City and Port Macquarie
Phone: 02 4921 5000
Email: EnquiryCentre@newcastle.edu.au

Ourimbah
Phone: 02 4348 4030
Email: EnquiryCentre@newcastle.edu.au

practices and promoting positive relationships with its staff and students. There is a single system to deal with all types of complaints, ranging from minor administrative matters to more serious deeply held grievances concerning unfair, unjust or unreasonable behaviour.
www.newcastle.edu.au/service/complaints/
Phone: 02 4921 5806
Fax: 02 4921 7151
Email: Complaints@newcastle.edu.au

Campus Care
The Campus Care program has been set up as a central point of enquiry for information, advice and support in managing inappropriate, concerning or threatening behaviour.
Phone: 02 4921 8600
Fax: 02 4921 7151
Email: campuscare@newcastle.edu.au

This course outline will not be altered after the second week of the term except under extenuating circumstances with Head of School approval. Students will be notified in advance of the change.

Online Tutorial Registration:
Students are required to enrol in the Lecture and a specific Tutorial time for this course via the Online Registration system. Refer - http://www.newcastle.edu.au/study/enrolment/regdates.html
NB: Registrations close at the end of week 2 of semester.

Studentmail and Blackboard: Refer - www.blackboard.newcastle.edu.au/
This course uses Blackboard and studentmail to contact students, so you are advised to keep your email accounts within the quota to ensure you receive essential messages. To receive an expedited response to queries, post questions on the Blackboard discussion forum if there is one, or if emailing staff directly use the course code in the subject line of your email. Students are advised to check their studentmail and the course Blackboard site on a weekly basis.

Important Additional Information
Details about the following topics are available on your course Blackboard site (where relevant). Refer - www.blackboard.newcastle.edu.au/

• Written Assignment Presentation and Submission Details
• Online copy submission to Turnitin
• Penalties for Late Assignments
• Special Circumstances
• No Assignment Re-submission
• Re-marks & Moderations
• Return of Assignments
• Preferred Referencing Style
• Student Representatives
• Student Communication
• Essential Online Information for Students