








COURSE OBJECTIVES

This course is designed for students with little or no background in Japanese. JPN 1130 and its successor course JPN 1131 will cover basic structures of Japanese through communicative interaction. We cover “Genki I” Lessons 1 through 6.

It is designed to develop students’ four language skills in listening, speaking, reading and writing. Moreover, this course will prepare students to demonstrate their proficiencies across the three communication modes: interpretive, interpersonal, and presentational. You will learn to introduce yourself and others, ask questions, issue invitations, identify and describe things and people, talk about past, present and future activities, and more. You will also learn to read and write hiragana, katakana, and 58 kanji characters. By the end of the first semester, students are expected to reach a novice-mid, or higher, level of proficiency as defined by the ACTFL (American Council on the Teaching of Foreign Languages) Proficiency Guidelines.

You must attain a letter grade of C or higher, which is a composite score of 73 or higher, or receive instructor's permission to continue in JPN 1131.

Four Language Skills	Three Modes of Communication
   	   Interpretive Interpersonal Presentational

Images retrieved from <https://site.ccsdlanguages.org/programs/latin/66-language-proficiency>.

Prerequisites:

No prerequisites. If you have any background in Japanese, you must register and take the placement exam (the registration form is available at <https://languages.ufl.edu/academics/llc-languages/japanese-studies/>), you must register for this exam with Prof. Wada (rwada@ufl.edu).

INSTRUCTORS

Haruna Kyomoto	kyomotoh@ufl.edu Office hours: M & R 2:00PM-3:30PM; or by appointment Office: 334, Pugh Hall Phone: 352-392-1581
Midori Imhoof	imhoofm@ufl.edu Office hours: M, T, & R 9:20AM-10:30AM; or by appointment
Risa Wada	rwada@ufl.edu Office hours: M & F 2PM-3PM; R 11AM-12PM or by appointment Office: 339, Pugh Hall Phone: 352-392-7550

In general, the email listed above is the best way to contact the instructor. The instructor will try to respond to your questions as soon as possible within 24 hours (maybe longer on weekends).

SECTIONS

Class #	Period	Day	Time	Room	Instructor
13590	2	MTWRF	8:30-9:20	(Online)	Midori Imhoof
13591	3		9:35-10:25	MAT 0007	Risa Wada
13611	4		10:40-11:30	M,W,F MAT 0116 T, R LEI 0142	Haruna Kyomoto

13612	5	11:45-12:35	M,W,F CSE E222 T, R (TBA)	Haruna Kyomoto
27399	6	12:50-1:40	MAT 0013	Haruna Kyomoto

COURSE MATERIALS

Required:

1. Banno, E., Ikeda, Y., Ohno, Y., Shinagawa, C., Tokashiki, K. (2020). *GENKI I: An Integrated Course in Elementary Japanese. Third Edition.* Tokyo: The Japan Times, ISBN: 978-4-7890-1730-5.
2. All audio files are available on e-Learning and at “OTO Navi” (<https://bookclub.japantimes.co.jp/en/book/b491927.html>)

Useful Links:

1. Tofugu: <https://www.tofugu.com/> - For a variety of Japanese learning materials
2. JLPT Sensei: <https://jlptsensei.com/> - For looking up Japanese grammar

Online Dictionaries:

If you already have a dictionary, you can use it, or use an online dictionary such as:

1. jisho.org: <https://jisho.org>
2. popjisyo: https://www.popjisyo.com/WebHint/Portal_e.aspx
3. [rikaikun \(Chrome extension\)](#)
4. Online Japanese Accent Dictionary (OJAD)
 - a. [OJAD](#)
 - b. [Prosody Tutor Suzuki-kun](#)

Recommended Genki Resources:

1. Genki-Online: <https://genki3.japantimes.co.jp/>
2. Genki App: Vocab Cards, Kanji Cards, Conjugation Cards

EVALUATION

Attendance and Participation (Daily Grade)	10%
Homework (Prep HW 6%, Daily HW 6%)	12%
Quiz (Vocabulary, Hiragana, Katakana, and Kanji)	13%
Lesson Test (x 5)	30%
Interview Test (Lessons 0-3)	5%
Midterm Exam (Lessons 0-3)	10%
Skit Project (Lessons 4-5)	5%
Presentation (All lessons)	5%
Final Exam (Lessons 4-6)	10%
Total	100%

Grading Scale (& GPA equivalent):

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
100-93 (4.0)	92-90 (3.67)	89-87 (3.33)	86-83 (3.0)	82-80 (2.67)	79-77 (2.33)	76-73 (2.0)	72-70 (1.67)	69-67 (1.33)	66-63 (1.0)	62-60 (0.67)	59- (0)

Note: A grade of C- is not a qualifying grade for major, minor, Gen Ed, or College Basic distribution credit. For further information on UF's Grading Policy, see:

<https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

REQUIREMENTS AND POLICIES

Required Hardware and Software

To access this institute in Canvas, you will need access to the Internet and a [supported browser](#). For online sections, you will need to have a webcam and a headset (headphones with a microphone) for full participation. If you have a newer laptop or tablet, you may already have an integrated webcam; however, if you have trouble with echo and feedback, you will need to use a headset or earbuds.



1. Attendance and Participation (10%)

1.1 Preparation for the class

If you prepare for class well, you can fully enjoy class activities. Quickly developing good study habits is the key to your success in this course.

The daily schedule is designed for you to prepare the materials indicated for a given date **BEFORE** the class meetings. You are expected to come to class well prepared so that you will be ready to participate in communication activities in a meaningful context with your instructor and classmates.

This is an intensive language course for which you will receive five credit hours. Therefore, it is very important that you put a great deal of effort into daily preparation, for **2-3 hours every day** outside of the class. These three hours include time for you to:

How to Study for Class Everyday		
Before Class - Preparation		Class
<ol style="list-style-type: none"> 1. Listen to the dialogue. 2. Read the textbook carefully. 3. Complete Prep HW. 4. Complete other homework assignments. 5. Practice listening and speaking with the audio files. 6. Practice the dialogue. 7. Practice vocabulary and hiragana, katakana, and kanji. 8. Review materials. 		After Class - Check Review materials.
		A variety of activities using Japanese

Develop good study habits at the beginning of the semester. If you have any questions while studying for the class, please bring those to class. Your questions may benefit your classmates as well. If you do not know how to prepare for the class, please ask the instructor.

1.2 Class participation

As it is explained above, it is very important that you come to class and practice Japanese every day, and we will record your class performance at each class session, using a daily grade rubric.

Grading criteria for attendance and participation (daily grade)

Four Criteria for Daily Performance (T.A.L.K) Rubric
T - Talk (Talks in Japanese; tries to communicate; is relevant to the task)
A - Accuracy & Preparation (Particularly with regard to the objective and content of the lesson)
L - Listen (Listens attentively; is on task)
K - Kind

Grading criteria for participation will be on a 10-point scale. To receive a high participation grade, you must show evidence of preparation for class. However, this is not to say that you cannot make mistakes; trial and error is the only way to learn how to use the language, and you are encouraged to try out the new structures, make errors, and learn from them. Active participation that shows your effort will count towards the participation grade. On the contrary, no participation will seriously hurt your participation grade. You will receive 0 points when you are absent from a class.

Zoom Presence Policy (Online Sections)

Participation in our class is fundamental since improving oral conversation skills is a key objective of the course. Thus, students are required to have their cameras on from start to finish during our classes on Zoom. A default setting for our sessions in Zoom is that participants will be muted when they enter, so you will unmute yourself when you comment orally during our whole-group conversations and when you are in small groups. Your instructor may also ask students to reply in the chat box for specific activities. Oral comments on camera and written comments in the chat box are considered activities for participation. If you have technical issues, please immediately consult UF IT Help to resolve them and then contact your instructor. Zoom sessions will not be recorded by the instructor and may not be recorded by students. As in all courses, unauthorized recording and unauthorized sharing of recorded material is prohibited.

1.3 Japanese speaking policy in class

You have a very limited exposure to Japanese outside of the class, and it is very important that you make every use of the precious opportunities to speak Japanese in class. Therefore, **you are required to speak only Japanese in class**. You will sign an honor pledge at the beginning of the term regarding speaking only Japanese in class. You have been explicitly taught how to ask permission to speak English (英語で質問があり

ます Or 英語で話してもよろしいでしょうか), if it becomes absolutely necessary. Please understand that if the instructor denies permission, it is for a specific reason that will be explained to you after class. A limited amount of English will be used by the instructor to explain grammar in class, at the discretion of the instructor.

1.4 Absences and tardiness

Students are permitted three unexcused absences during the semester. However, at the 4th absence, you will lose 3% from the final grade. Every absence thereafter results in minus 1% deducted from your final grade unless the absence is a documented excuse. **In the event your unexcused absences exceed 10 times, you will automatically fail the course.** Absences will be excused only in accordance with UF policy. Acceptable documented excuses include illness, religious holidays, and military obligation:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

For an excused absence: **You need to submit an Instructor Notification Request to the office of the Dean of Student** from [Contact My Instructor \(https://care.dso.ufl.edu/instructor-notifications/\)](https://care.dso.ufl.edu/instructor-notifications/) or call 352-294-2273 to request assistance by phone. The office of the Dean of Students will certify the related documentation and notify your instructor. Students who are registered with the Dean of Students office and Disability Resource Center are responsible for providing related documentation. For more information about UF's absence policy: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>

Please be **punctual** because you may miss important information and distract your classmates. If you are late to class, you will not be given extra time to complete the exams and quizzes. **If you are late, even one second, three times without your instructor's consent, they will be counted as one absence.** If you are more than 30 minutes late, it will also be considered as one absence.

If you are late or miss class for any reason, it is your responsibility to contact your instructor or ask your classmates to know what you have missed and what you need to do for the following day.

1.5 Policy regarding make-up quizzes or exams

Make-up quizzes or exams may be scheduled ONLY when pre-approved by the instructor, or in the case of documented illness or emergency. It is your responsibility to contact your instructor immediately after returning to class and schedule make-up quizzes/exams within 2 class days, or no make-up will be allowed.

2. Homework (12%)

We can categorize homework into three groups by their submission deadlines as below.

Submission Deadlines	Homework Assignments
By 11:59pm on the day before class	<ul style="list-style-type: none"> • Prep HW • Review HW
Before class	<ul style="list-style-type: none"> • Worksheets • Learning Support Log etc.

When you complete homework assignments, please study the course materials, and provide your own answers first. If you submit a blank Prep HW see the correct answers, and resubmit copied answers, the instructor will change your score to 0 points.

Please see specific deadlines indicated in the schedule and on Canvas. No late assignments will be accepted without an approved absence from the office of the Dean of Students as it is explained in Section 1.4 above regarding absences and tardiness. Therefore, if you have an official excuse to be absent, please contact the office of the Dean of Students. After receiving the approval from the office of the Dean of Student, your instructor will accommodate you with the new assignment submission date. If you know that you need to miss class without an official excuse, you may still notify your instructor in advance. In such a case, you are encouraged to turn in the assignments for the day of your unexcused absence before their due date/time for full credits.

Your instructor checks your assignments and provides individualized feedback daily. To do your best, it is essential to check the feedback given and take advantage of the learnings Japanese.

2.1 Prep HW (preparation homework)

Read the textbook carefully and complete Prep HW first before doing other homework assignments. Make sure that you focus on materials of the day which is indicated in the name of its Canvas Quiz. Prep HW will give you a good starting foundation of the specific materials you are going to learn and practice at home and then in the classroom.

You will receive the latest Canvas Quiz score as homework point. This means that if you cannot get a full Canvas Quiz score such as 3 out of 4, your Homework point for a Pep HW is 3. However, you can retake the quiz as many times as you want until the due date. If you retake Prep HW and receive 4, your homework point for a Perp HW is 4.

For Question 1 of Prep HW, please don't write the same thing over and over. For example, you cannot write, "I learned how to use the target structure. The most important is to keep practicing this structure and incorporate it in daily conversations in Japanese." every time.

2.2 Daily HW (worksheets and other homework)

If you want to receive feedback on your homework in general or on a specific question/item, please make a note of it. We strongly encourage you to check your grades on Canvas every day and take advantage of this learning opportunity in the form of homework feedback.

In order to receive feedback: • Write “Please give me feedback.” at the top of your homework. • For a specific homework item, underline it, put a question mark “?” or write your question, in a different color pen. • If you request, your instructor will give you annotated feedback comments on your Daily HW assignments. For online sections, to view feedback, click the “View Feedback” button on your specific assignment “Submission Details” page. In addition, and we will go over common mistakes on homework in class.

Grading Criteria for Daily Homework	
1pt. =	All assigned sections of the homework must be completed using the new patterns without any blanks or incomplete sentences.
0 pt. =	You will NOT get a point if your homework is late or has missing or incomplete sections.

Note that 1pt. is the maximum point you can receive for each homework item. In addition to on-time delivery of assignments, quality will also be evaluated. There is no partial point.

For online sections, all Canvas assignment uploads (Kanji worksheet for example) must be in either PDF or JPEG format.

3. Quiz (13%)

We have a 5-minute-long quiz almost daily on vocabulary, hiragana, katakana, or kanji at the beginning of the class. Create a routine to study vocabulary and Japanese characters every day, for example, using digital flashcards such as Quizlet and Anki. You can remember new materials more easily and effectively by encountering them frequently, especially when they have a meaningful context. When you learn Japanese characters, put them in words and sentences in context.

3.1. Quiz self-correction (bonus point)

Upon receiving a graded quiz, you may do self-correction and turn it in **by the lesson test** with homework. Bonus point will be added to the quiz score if you can:

- (a) correct ALL the errors on quizzes; and
- (b) practice missed words, kanji compounds, etc. 3 times each.

4. Other Course Components

Please see below for other course components: lesson tests, a midterm exam, a final exam, and three oral assessments.

4.1. Lesson test (30%)

There will be five lesson tests during the semester for Lessons 0 and 1, 2, 3, 5, and 6. Please see the schedule to find out the exact dates of these tests.

4.2. Interview test (5%)

You will have an interview test with one of your classmates. The interview test covers Lessons 0-3.

4.3. Midterm exam (10%)

The midterm exam covers Lessons 0-3. Please see the schedule to find out the exact date of the exam.

4.4. Skit Project (5%)

Working in groups of 3 or 4 students, together you will create a skit video 3-4 minutes in length, utilizing all material learned this semester so far but with an emphasis on the content of Lessons 4-5.

4.5. Presentation (5%)

You will present about your town for approximately 2-3 minutes in length, utilizing all material learned this semester.

4.6. Final exam (10%)

The final exam covers Lessons 4-6. Please see the schedule to find out the exact date of the exam.

OTHER POLICIES AND LINKS**1. COVID-19 Recommendations**

In response to COVID-19, the following recommendations are in place to maintain your learning environment, to enhance the safety of our in-classroom interactions, and to further the health and safety of ourselves, our neighbors, and our loved ones.

- If you are not vaccinated, get vaccinated. Vaccines are readily available and have been demonstrated to be safe and effective against the COVID-19 virus. Visit one.ufl.edu for screening / testing and vaccination opportunities.
- If you are sick, stay home. Please call your primary care provider if you are ill and need immediate care or the UF Student Health Care Center at 352-392-1161 to be evaluated.
- As with any excused absence, you will be given a reasonable amount of time to make up missed work.

2. Online Course Étiquettes

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. Please read the guidelines for online behavior and interaction known as netiquette.

Netiquette Guide for Online Courses (Department of Languages Literatures and Cultures):

https://drive.google.com/file/d/1Zu1N-mtBHhMY6LpNxmn1WnH_z-UL7N7o/view?usp=sharing

3. Class Demeanor

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

4. University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing

this assignment.” The Honor Code (<https://sccr.dso.ufl.edu/students/student-conduct-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

5. Accommodations

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. For more information, see <https://disability.ufl.edu/>.

Resources Available for Students

HEALTH AND WELLNESS

- U Matter, We Care: umatter@ufl.edu; 392-1575
- Counseling and Wellness Center: <https://counseling.ufl.edu/>; 392-1575
- Sexual Assault Recovery Services (SARS): Student Health Care Center; 392-1161
- University Police Department: <http://www.police.ufl.edu/>; 392-1111 (911 for emergencies)

ACADEMIC RESOURCES

- e-Learning technical support: helpdesk@ufl.edu; <https://helpdesk.ufl.edu/>; 352-392-4357
- Career Resource Center: Reitz Union; <https://career.ufl.edu/>; 392-1601
- Library Support: <https://uflib.ufl.edu/find/ask/>
- Teaching Center: Broward Hall; 392-2010 or 392-6420

6. Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

Tentative Schedule

	Mon	Tue	Wed	Thu	Fri
Week 1				Greetings [1]	Greetings [2] Lesson 1 [1]
Week 2	Lesson 1 [2]	Lesson 1 [3]	Lesson 1 [4]	Lesson 1 [5]	Lesson 1 [6]
Week 3	Holiday No Class	Lesson 1 [7]	Lesson 1 [8]	Lesson 1 [9] Greetings + Lesson 1 test	Lesson 2 [1]
Week 4	Lesson 2 [2]	Lesson 2 [3]	Lesson 2 [4]	Lesson 2 [5]	Lesson 2 [6]
Week 5	Lesson 2 [7]	Lesson 2 [8] Lesson 2 activity	Lesson 2 [9] Lesson 2 test	Lesson 3 [1]	Lesson 3 [2]
Week 6	Lesson 3 [3]	Lesson 3 [4]	Lesson 3 [5]	Lesson 3 [6]	Lesson 3 [7]
Week 7	Lesson 3 [9] Lesson 3 activity	Lesson 0-3 Midterm Review	Lesson 0-3 Midterm Listening Interview Practice	Interview test	Interview test

Week 8	Midterm Test	Lesson 4 [1]	Lesson 4 [2]	Lesson 4 [3]	Lesson 4 [4]
Week 9	Lesson 4 [5]	Lesson 4 [6]	Lesson 4 [7]	Lesson 4 [8]	Homecoming No Class
Week 10	Lesson 4 [9] Lesson 4 activity	Lesson 4 [10] Lesson 4 test	Lesson 5 [1]	Lesson 5 [2]	Lesson 5 [3]
Week 11	Lesson 5 [4]	Lesson 5 [5]	Lesson 5 [6]	Lesson 5 [7]	Lesson 5 [8] Lesson 5 activity
Week 12	Lesson 5 [9] Lesson 5 test	Skit Presentation	Lesson 6 [1]	Lesson 6 [2]	Lesson 6 [3]
Week 13	Holiday No Class	Lesson 6 [4]	Lesson 6 [5]	Lesson 6 [6]	Lesson 6 [7]
Week 14	Lesson 6 [8]	Lesson 6 [9] Lesson 6 activity	Lesson 6 [10] Lesson 6 test	Final Review Presentation Preparation	Final Review
Week 15	Thanksgiving Break No Class				
Week 16	Presentation	Presentation	Final Review Listening test	Reading Day No Class	Reading Day No Class

Final Exam (Lessons 4-6): Monday, 12/9 @ 3:00 PM - 5:00 PM