



JPS 311

Advanced Spoken Japanese

S2 Day 2015

Dept of International Studies

Contents

| | |
|---------------------------------------|---|
| <u>General Information</u> | 2 |
| <u>Learning Outcomes</u> | 2 |
| <u>General Assessment Information</u> | 3 |
| <u>Assessment Tasks</u> | 3 |
| <u>Delivery and Resources</u> | 6 |
| <u>Unit Schedule</u> | 7 |
| <u>Policies and Procedures</u> | 7 |
| <u>Graduate Capabilities</u> | 8 |

Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

General Information

Unit convenor and teaching staff

Lecturer

Tomoko Koyama

tomoko.koyama@mq.edu.au

Contact via e-mail via iLearn

W3A 604

Monday 12:00 - 13:00

Credit points

3

Prerequisites

Corequisites

JPS302 or JPS304

Co-badged status

Unit description

This unit is aimed at developing students' advanced oral communication and interpreting skills, including the appropriate use of honorifics. It builds on students' prior knowledge to develop higher level communication skills in a variety of more complex situations – such as negotiations between provider/client – and also focuses on common intercultural communication issues present in more formal situations and those which affect interpreting. Basic training in interpreting is provided through a variety of interactive exercises.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

Learning Outcomes

On successful completion of this unit, you will be able to:

To develop skills in aural comprehension and oral expression in Japanese.

To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.

To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.

To increase knowledge of advanced Japanese conversational expressions and

vocabulary.

To increase knowledge of the workings of language in general.

To increase knowledge of the workings of Japanese society and culture.

General Assessment Information

Supplementary Tests & Late Submissions

If you anticipate unavoidable difficulty in sitting for tests (in class and online), contact the convener, lecturer or your tutor as soon as possible. A request for a supplementary test will be considered only in the case of serious illness or disruption. Assignments are compulsory and must be submitted on time. As a general rule, extensions will not be granted without a valid and documented reason (e.g. medical certificate). Late submissions will be penalised by 5% for each day (including weekends) the assignment task is late. No assignments will be accepted after assignments have been corrected and feedback has been provided. Assignment tasks handed in early will not be marked and returned before the due date.

Disruption to Studies

If a student is prevented by serious and unavoidable disruption from completing unit requirements in accordance with their ability, they may apply for support under the Disruption to Studies Policy. To access this support, students must notify the university via ask.mq.edu.au. Students should refer to the Disruption to Studies Policy for further information (see the link provided in the 'Policies and procedures' section of this unit guide).

Assessment Tasks

| Name | Weighting | Due |
|---|-----------|---------|
| Unit Participation | 5% | Weekly |
| Weekly Homework | 25% | Weekly |
| Listening Task | 5% | Week 5 |
| Individual Presentation 1 | 15% | Week 6 |
| Group presentation | 15% | Week 9 |
| Class Test | 20% | Week 12 |
| Individual presentation 2 | 15% | Week 13 |

Unit Participation

Due: **Weekly**

Weighting: **5%**

Attendance is crucial. To maximise the learning outcome, each student is expected to play an

active role in class activities. Students are therefore asked to be punctual, be well prepared for class, to ask questions as appropriate, to cooperate with classmates, and contribute to group tasks promptly and to be considerate of fellow members of the class and the lecturer. Lecturers retain the right to expel students from class if their behaviour is unacceptably disruptive to other students.

80% or more attendance is required. Tardiness by more than 15 minutes will be recorded as 'absent' unless a legitimate reason and relevant document is presented.

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Weekly Homework

Due: **Weekly**

Weighting: **25%**

Students are required to complete weekly assigned tasks relevant to class contents. The tasks includes one minute speech, transcription assignments, quizzes, etc.. Further instructions will be provided in class.

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Listening Task

Due: **Week 5**

Weighting: **5%**

Listening Task to be conducted in class. Further details to be provided in class and via iLearn.

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.

Individual Presentation 1

Due: **Week 6**

Weighting: **15%**

Students are required to give a speech individually during the class hour. A topic will be made available via iLearn.

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To increase knowledge of the workings of language in general.

Group presentation

Due: **Week 9**

Weighting: **15%**

Students are required to present their work **as a group** on an assigned topic and to evaluate their classmates' performance. Further details to be provided via iLearn.

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Class Test

Due: **Week 12**

Weighting: **20%**

The Class Test will be held in the week 12 seminars. It may contain the following types of questions: listening comprehension, dictation, short dialogue extracts with true/false, multiple choice, short answer responses and short written analytical responses in Japanese (e.g. comment on the news). Detailed information will be made available via iLearn

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Individual presentation 2

Due: **Week 13**

Weighting: **15%**

Students are required to present their work individually on an assigned topic using a PowerPoint slides. Further details to be provided via iLearn.

On successful completion you will be able to:

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Delivery and Resources

Delivery: Day

This unit will use: iLearn

Times and Locations for Lectures and Tutorials: For current updates, lecture times and

classrooms please consult the MQ Timetables website:

<https://timetables.mq.edu.au/2015/>

Monday 1:00 - 3:00 pm W6B207

Required and recommended resources:

iLearn, using Wimba voice board, are involved. For recording, you may be able to use PCs in Department computer rooms (W6A104, W6B207 or W6B214) when no class is in session.

This unit has an online presence. Login is via: <https://ilearn.mq.edu.au/> Students are required to have regular access to a computer and the internet. Mobile devices alone are not sufficient.

- For technical support go to: http://mq.edu.au/about_us/offices_and_units/informatics/help
- For student quick guides on the use of iLearn go to: http://mq.edu.au/iLearn/student_info/guides.htm

Unit Schedule

Please refer to the iLearn.

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy <http://mq.edu.au/policy/docs/assessment/policy.html>

Grading Policy <http://mq.edu.au/policy/docs/grading/policy.html>

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of

Conduct: https://students.mq.edu.au/support/student_conduct/

Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit <ask.mq.edu.au>.

Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

Learning Skills

Learning Skills (<mq.edu.au/learningskills>) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at <ask.mq.edu.au>

IT Help

For help with University computer systems and technology, visit <http://informatics.mq.edu.au/help/>.

When using the University's IT, you must adhere to the [Acceptable Use Policy](#). The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.

Assessment tasks

- Weekly Homework
- Individual Presentation 1
- Group presentation
- Individual presentation 2

Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Assessment tasks

- Unit Participation
- Weekly Homework
- Listening Task

- Group presentation
- Class Test

Commitment to Continuous Learning

Our graduates will have enquiring minds and a literate curiosity which will lead them to pursue knowledge for its own sake. They will continue to pursue learning in their careers and as they participate in the world. They will be capable of reflecting on their experiences and relationships with others and the environment, learning from them, and growing - personally, professionally and socially.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Assessment tasks

- Unit Participation
- Weekly Homework
- Individual Presentation 1
- Group presentation
- Class Test

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Assessment tasks

- Weekly Homework
- Listening Task
- Individual Presentation 1
- Class Test
- Individual presentation 2

Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Assessment tasks

- Unit Participation
- Weekly Homework
- Listening Task
- Class Test
- Individual presentation 2

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Assessment tasks

- Unit Participation
- Weekly Homework
- Group presentation
- Class Test
- Individual presentation 2

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication

technologies as appropriate.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.

Assessment tasks

- Unit Participation
- Weekly Homework
- Individual Presentation 1
- Group presentation
- Individual presentation 2

Engaged and Ethical Local and Global citizens

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

Learning outcomes

- To develop skills in aural comprehension and oral expression in Japanese.
- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.
- To increase knowledge of advanced Japanese conversational expressions and vocabulary.
- To increase knowledge of the workings of language in general.
- To increase knowledge of the workings of Japanese society and culture.

Assessment tasks

- Unit Participation
- Weekly Homework
- Individual Presentation 1
- Group presentation
- Individual presentation 2

Socially and Environmentally Active and Responsible

We want our graduates to be aware of and have respect for self and others; to be able to work with others as a leader and a team player; to have a sense of connectedness with others and country; and to have a sense of mutual obligation. Our graduates should be informed and active participants in moving society towards sustainability.

This graduate capability is supported by:

Learning outcomes

- To develop skills in effective processing/presentation of information and opinion through spoken and/or written communication.
- To gain interpersonal and intercultural communication skills through participation in pair/group work and class presentations.

Assessment tasks

- Unit Participation
- Weekly Homework
- Listening Task
- Individual Presentation 1
- Group presentation
- Individual presentation 2