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Notice
As part of Phase 3 of our return to campus plan, most units will now run tutorials, seminars and other small group activities on campus, and most will keep an online version available to those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face activities for your unit, please go to timetable viewer. To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.
## General Information

<table>
<thead>
<tr>
<th>Unit convenor and teaching staff</th>
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<tbody>
<tr>
<td>Lecturer</td>
</tr>
<tr>
<td>Sijia Guo</td>
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<tr>
<td><a href="mailto:sijia.guo@mq.edu.au">sijia.guo@mq.edu.au</a></td>
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<tr>
<td>Contact via 02 9850 7023</td>
</tr>
<tr>
<td>Room 319, Level 3, 25B Wally's Walk</td>
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<tr>
<td>Monday 1-3pm</td>
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<table>
<thead>
<tr>
<th>Tutor</th>
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<tbody>
<tr>
<td>Mei-fen Kuo</td>
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<td>Room 311, Level 3, 25B Wally's Walk</td>
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<table>
<thead>
<tr>
<th>Credit points</th>
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<table>
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<th>Prerequisites</th>
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<table>
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<th>Corequisites</th>
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<tr>
<th>Co-badged status</th>
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### Unit description

This is an introductory unit intended for students with no previous knowledge of Chinese, spoken or written. This unit aims to help students acquire Chinese characters and the basic grammatical elements. Students develop their skills in all four aspects of speaking, writing, listening and reading, as well as their understanding of contemporary Chinese culture. The classes and online resources are offered in an interactive way to provide feedback for students to learn Chinese on/off campus.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at [https://students.mq.edu.au/important-dates](https://students.mq.edu.au/important-dates)

## Learning Outcomes

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

**ULO1**: Develop elementary level skills in reading, writing, listening and speaking in the Chinese language.
ULO2: Identify, describe and evaluate a few aspects of Chinese-speaking cultures and societies.

ULO3: Identify, evaluate and deploy the grammatical structures of Chinese at elementary level.

ULO4: Apply relevant language conventions to create meaningful intercultural encounters.

ULO5: Demonstrate an awareness of some language and language use in both Chinese and English.

ULO6: Hand-write Chinese characters in the correct order, and type characters in computer as required.

**General Assessment Information**

**Late Assessment Penalty**

Unless a Special Consideration request has been submitted and approved, (a) a penalty for lateness will apply – two (2) marks out of 100 will be deducted per day for assignments submitted after the due date – and (b) no assignment will be accepted more than seven (7) days (incl. weekends) after the original submission deadline. No late submissions will be accepted for timed assessments – e.g. quizzes, online tests.

**Assessment Tasks**

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation and preparation</td>
<td>10%</td>
<td>No</td>
<td>Weekly</td>
</tr>
<tr>
<td><strong>Online Vocabulary Quizzes</strong></td>
<td>10%</td>
<td>No</td>
<td>Week 2, 3, 4, 5, 6, 8, 9, 10, 11, 12</td>
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<tr>
<td><strong>Written Tests</strong></td>
<td>40%</td>
<td>No</td>
<td>Week 7 &amp; 13</td>
</tr>
<tr>
<td><strong>Written Assignments</strong></td>
<td>20%</td>
<td>No</td>
<td>Week 4, 6, 9 and 11</td>
</tr>
<tr>
<td><strong>Group Oral Presentation</strong></td>
<td>10%</td>
<td>No</td>
<td>Week 7</td>
</tr>
<tr>
<td><strong>Oral One on One Individual Test</strong></td>
<td>10%</td>
<td>No</td>
<td>Week 13</td>
</tr>
</tbody>
</table>

**Participation and preparation**

Assessment Type 1: Participatory task

Indicative Time on Task 2: 2 hours

Due: Weekly

Weighting: 10%
Participation reflects students active contribution in class and online.

On successful completion you will be able to:
  • Apply relevant language conventions to create meaningful intercultural encounters.

**Online Vocabulary Quizzes**

**Assessment Type 1:** Quiz/Test  
**Indicative Time on Task 2:** 15 hours  
**Due:** Week 2, 3, 4, 5, 6, 8, 9, 10, 11, 12  
**Weighting:** 10%

Weekly online vocab quizzes on vocabulary, phrases and short sentences, only available to access at set time frame before practicals start, in order to prepare for the lessons to be learnt in practicals.

On successful completion you will be able to:
  • Develop elementary level skills in reading, writing, listening and speaking in the Chinese language.  
  • Identify, describe and evaluate a few aspects of Chinese-speaking cultures and societies.  
  • Identify, evaluate and deploy the grammatical structures of Chinese at elementary level.  
  • Demonstrate an awareness of some language and language use in both Chinese and English.

**Written Tests**

**Assessment Type 1:** Quiz/Test  
**Indicative Time on Task 2:** 15 hours  
**Due:** Week 7 & 13  
**Weighting:** 40%

Written tests covering a combination of listening, reading and writing skills.

On successful completion you will be able to:
  • Develop elementary level skills in reading, writing, listening and speaking in the Chinese
language.
• Identify, describe and evaluate a few aspects of Chinese-speaking cultures and societies.
• Identify, evaluate and deploy the grammatical structures of Chinese at elementary level.
• Demonstrate an awareness of some language and language use in both Chinese and English.
• Hand-write Chinese characters in the correct order, and type characters in computer as required.

Written Assignments
Assessment Type 1: Reflective Writing
Indicative Time on Task 2: 10 hours
Due: Week 4, 6, 9 and 11
Weighting: 20%

Four written assignments submitted on iLearn via Assignment box. Details will be available on iLearn.

On successful completion you will be able to:
• Develop elementary level skills in reading, writing, listening and speaking in the Chinese language.
• Identify, describe and evaluate a few aspects of Chinese-speaking cultures and societies.
• Identify, evaluate and deploy the grammatical structures of Chinese at elementary level.
• Demonstrate an awareness of some language and language use in both Chinese and English.
• Hand-write Chinese characters in the correct order, and type characters in computer as required.

Group Oral Presentation
Assessment Type 1: Simulation/role play
Indicative Time on Task 2: 10 hours
Due: Week 7
Weighting: 10%

Students in a group need to prepare and present a dialogue based on the content learnt and
deliver it verbally without script. Detailed instructions are available on iLearn.

On successful completion you will be able to:

- Develop elementary level skills in reading, writing, listening and speaking in the Chinese language.
- Identify, describe and evaluate a few aspects of Chinese-speaking cultures and societies.
- Identify, evaluate and deploy the grammatical structures of Chinese at elementary level.

**Oral One on One Individual Test**

Assessment Type 1: Quiz/Test  
Indicative Time on Task 2: 6 hours  
Due: **Week 13**  
Weighting: **10%**

Students will prepare and present a monologue of a chosen topic orally then answer a few questions based on the monologue. More details in iLearn.

On successful completion you will be able to:

- Develop elementary level skills in reading, writing, listening and speaking in the Chinese language.
- Identify, describe and evaluate a few aspects of Chinese-speaking cultures and societies.
- Identify, evaluate and deploy the grammatical structures of Chinese at elementary level.
- Apply relevant language conventions to create meaningful intercultural encounters.

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1 If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Learning Skills Unit for academic skills support.

2 Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation.
Delivery and Resources

TECHNOLOGY USED AND REQUIRED

Online Unit

Login is via: https://ilearn.mq.edu.au/

Is my unit in iLearn?: https://unitguides.mq.edu.au/ilearn_unit_status/ to check when your online unit will become available.

Technology

Students are required to have regular access to a computer and the internet. Mobile devices alone are not sufficient.

For students attending classes on campus we strongly encourage that you bring along your own laptop computer, ready to work with activities in your online unit. The preferred operating system is Windows 10.

Students are required to access the online unit in iLearn by the end of Week 1 and follow any relevant instructions and links for downloads that may be required. If applicable, students are required to download the relevant language package prior to Week 2.

Please contact your course convenor before the end of Week 1 if you do not have a suitable laptop (or tablet) for in-class use.

• For central technical support go to: http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/
• For student quick guides on the use of iLearn go to: https://students.mq.edu.au/support/study/tools-and-resources/ilearn/ilearn-quick-guides-for-students

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

• Academic Appeals Policy
• Academic Integrity Policy
• Academic Progression Policy
• Assessment Policy
• Fitness to Practice Procedure
• Grade Appeal Policy
• Complaint Management Procedure for Students and Members of the Public
• Special Consideration Policy (Note: The Special Consideration Policy is effective from 4
Students seeking more policy resources can visit the Student Policy Gateway (https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/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/admin/other-resources/student-conduct

**Results**

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) 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 or if you are a Global MBA student contact globalmba.support@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 help you improve your marks and take control of your study.

- **Getting help with your assignment**
- **Workshops**
- **StudyWise**
- **Academic Integrity Module**

The Library provides online and face to face support to help you find and use relevant information resources.

- **Subject and Research Guides**
- **Ask a Librarian**

**Student Enquiry Service**

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

If you are a Global MBA student contact globalmba.support@mq.edu.au
Equity 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.

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.