



# JPS 313

## Advanced Japanese Translation and Writing Workshop

S1 Day 2018

*Dept of International Studies*

### Contents

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<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>Policies and Procedures</u>	6
<u>Graduate Capabilities</u>	8
<u>Academic policies</u>	13

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#### **Disclaimer**

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## General Information

Unit convenor and teaching staff

Unit Convenor

Kayo Nakazawa

[kayo.nakazawa@mq.edu.au](mailto:kayo.nakazawa@mq.edu.au)

Contact via Email

Level 2 North, AHH

By appointment

Credit points

3

Prerequisites

Corequisites

JPS301 or JPS403

Co-badged status

Unit description

This unit focuses on developing students' advanced translation and writing skills. The unit gives students opportunities to compose and translate a wide range of texts in and into Japanese, covering different forms, genres and situations. This unit helps students to refine their usage of grammar, vocabulary and idiomatic expressions to suit particular text types and audiences. Both translation and creative writing tasks comprise a significant portion of assessment.

## 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:

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.

Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion

Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## General Assessment Information

Indicative examples of assessment tasks will be available on iLearn.

Assessment tasks are compulsory and must be submitted on time. Assessment tasks handed in early will not be marked and returned before the due date. If you anticipate unavoidable difficulty in completing an assessment task (in class and/or online), contact the convener or your tutor as soon as possible.

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 Special Consideration Policy. To access this support, students must notify the university via [ask.mq.edu.au](https://ask.mq.edu.au). Students should refer to the Special Consideration Policy for further information (see the link provided in the 'Policies and procedures' section of this unit guide).

## 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

Name	Weighting	Hurdle	Due
<a href="#">Attendance/participation</a>	10%	No	Weekly
<a href="#">Weekly Assignment</a>	30%	No	Weekly
<a href="#">Test 1</a>	25%	No	Week 7
<a href="#">Test 2</a>	35%	No	Week 13

## Attendance/participation

Due: **Weekly**

Weighting: **10%**

Students must attend classes regularly and actively and fairly, take their role as a member of this learning community and ensure that they appropriately focus on their own learning needs.

Students are expected to be punctual, be well prepared for class, to ask questions as

appropriate, to co-operate with classmates and contribute to group tasks promptly and thoughtfully. Students are expected to participate in writing workshop tasks during the class hour. External students are required to study independently as instructed and will upload the same tasks via iLearn.

On successful completion you will be able to:

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Weekly Assignment

Due: **Weekly**

Weighting: **30%**

Students are required to complete a weekly review task in the proceeding week, hand-written on Japanese manuscript paper or online.

On successful completion you will be able to:

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Test 1

Due: **Week 7**

Weighting: **25%**

Test 1 (70 minutes), students will demonstrate their skills in expressing ideas and translating short passages. It is a hand-written test and conducted in class for internal students and online for external students. Please refer to iLearn for details.

On successful completion you will be able to:

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Test 2

Due: **Week 13**

Weighting: **35%**

Test 2 (100 minutes), students will demonstrate their skills in stating their views and opinions by using genre appropriate expression, grammatical constructions, vocabulary and kanji, and in translating the similar English texts into Japanese. It is a hand-written test and conducted in class for internal students and online for external students. Please refer to iLearn for details.

On successful completion you will be able to:

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Delivery and Resources

### This unit will use:

iLearn

Completion of assessment tasks will also require a computer with Japanese fonts enabled. Basic computer skills (e.g., internet browsing) and skills in word processing in Japanese and English are required.

## TECHNOLOGY USED AND REQUIRED

### Online Unit

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

Is my unit in iLearn?: <http://help.ilearn.mq.edu.au/unitsonline/> 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/](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 \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](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 December 2017 and replaces the Disruption to Studies Policy.*)

Undergraduate students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/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](http://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<http://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/study/getting-started/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](http://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](http://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](http://ask.mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](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.

## 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

- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

#### Assessment tasks

- Attendance/participation
- Test 1
- Test 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

- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Assessment tasks

- Attendance/participation
- Test 2

## 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

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Assessment tasks

- Attendance/participation
- Test 2

## 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**

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

### **Assessment tasks**

- Attendance/participation
- Weekly Assignment
- Test 1
- Test 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**

- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion

- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Assessment tasks

- Attendance/participation
- Test 1
- Test 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

- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Assessment tasks

- Attendance/participation
- Test 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

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in

mind.

- Acquire the knowledge of logical development of argumentative essay.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Assessment tasks

- Attendance/participation
- Weekly Assignment
- Test 1
- Test 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

- Apply basic translation technique in English and Japanese to enhance quality of writing.
- Write texts for communication purposes with minimal grammatical errors and readers in mind.
- Develop skills to compare their view points with opposing views in texts.
- Develop skills to support their views in texts.
- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

## Assessment tasks

- Attendance/participation
- Test 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

- Write clear, coherent, detailed and well-structured texts in various styles on unfamiliar and complex topics with an appropriate conclusion
- Translate texts of various genre accurately, incorporating culturally appropriate logic progression

### Assessment tasks

- Attendance/participation
- Weekly Assignment
- Test 2

## Academic policies

### Academic honesty policy

Academic honesty is an integral part of the core values and principles contained in the [Macquarie University Ethics Statement](#). Its fundamental principle is that all staff and students act with integrity in the creation, development, application and use of ideas and information. This means that:

- all academic work claimed as original is the work of the author making the claim
- all academic collaborations are acknowledged
- academic work is not falsified in any way
- when the ideas of others are used, these ideas are acknowledged appropriately.

The link below has more detailed information.

[http://www.mq.edu.au/policy/docs/academic\\_honesty/policy.html](http://www.mq.edu.au/policy/docs/academic_honesty/policy.html)

### University Grading Policy

The grade a student receives will signify their overall performance in meeting the learning outcomes of a unit of study.

Grades will not be awarded by reference to the achievement of other students nor allocated to fit a predetermined distribution.

In determining a grade, due weight will be given to the learning outcomes and level of a unit (ie

100, 200, 300, 800 etc).

Each passing grade subsumes and goes beyond the grades lower than it.

The University will establish procedures for producing grades that will be consistent, fair and equitable.

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