

**HURON UNIVERSITY COLLEGE**  
**Course Outline 2021-22**

**1.0 BASIC COURSE INFORMATION**

Course Number: CHN3350

Course Name: Beginners' Chinese 3

Course Prerequisites: Chinese 2250 or Chinese 2251, or permission of the department.

Instructor Name: Dr. Lifang He

Office and Telephone numbers: HUC-A10, (519) 438-7224 ext. 331

E-mail address: lhe26@uwo.ca

Scheduled class times: 2:30 – 4:30pm Tuesday and Thursday, HUC-W17

Office Hours: 2:30-3:30pm Monday; Tuesday 1:30-2:30pm; or by appointment

Conversation Hour 2:30-3:30pm Wednesday

**2.0 COURSE DESCRIPTION**

This is a third-level course that builds upon language competence and skills developed previously in modern standard Chinese (Mandarin). Students will learn more complex grammatical structures and gain a larger vocabulary (approximately 1600 characters). The focus of this course will be on listening and speaking skills. Special emphasis will be given to advanced conversation and translation techniques.

**3.0 COURSE LEARNING OBJECTIVES**

After successful completion of the course, students should be able to:

- Recognize and write about 1600 basic characters;
- Apply essential grammatical patterns and expressions in writing and speaking;
- Improve communication skills and feel confident to conduct dialogue in various contexts in modern standard Chinese;
- Develop translation skills;
- Plan, organize and produce a short script in a small group and present in class.

**4.0 DESCRIPTION OF CLASS METHODS**

This class meets for two 2-hour sessions each week. Regular attendance and contribution to class discussion are essential and expected. Participation marks depend on the sufficiency of preparation, and quality of contribution, as determined by the instructor.

**5.0 TEXTBOOKS AND OTHER REQUIRED RESOURCES**

Yuehua Liu, et al., Integrated Chinese 中文听说读写 vol 3, 4th edition. Boston: Cheng & Tsui Company, 2009. This set consists of a Textbook, a Workbook, and a Character Workbook.

6.0 METHOD OF EVALUATION/ASSESSMENT

- |                                |     |
|--------------------------------|-----|
| 1. Attendance                  | 10% |
| 2. Homework                    | 10% |
| 3. Quizzes & Dictation         | 10% |
| 4. Written tests (1st and 2nd) | 20% |
| 5. Presentations (1st and 2nd) | 30% |
| 6. Final examination           | 20% |

6.5 SPECIAL INSTRUCTIONS

1. Written homework will be collected once a week. Submitting work that isn't your own may result in failure of this course. There is a **penalty for late submission** of written assignments. Penalty is **one** mark for each **calendar** day (Saturday and Sunday included) to a total of **seven** days. Assignments more than seven days late will **not** be accepted. No Extension will be given, except in the case of documented medical or compassionate circumstances.
2. Synchronous weekly quizzes will be done in class and there is **no make-up**; request for academic accommodation will only be considered in the case of documented medical or compassionate circumstances.
3. There will be one major test each term and a final exam. No make-ups will be given, except in the case of documented medical or compassionate circumstances.
4. For those with special needs, the final exam can be arranged to be completed through Student Accessibility Services.

7.0 TENTATIVE SCHEDULE OF CLASSES, INCLUDING REQUIRED READINGS, TOPICS

**CHN 3350 Beginners' Chinese 3 Schedule for Classes and Tests, Term 1 (Sept.-Dec. 2021)**

Term 1:	Class	Tests/Quizzes
<b>WEEK 1</b> (Sep. 9)	Introduction and Review	
<b>WEEK 2</b> (Sep. 14&16)	Lesson 1	Quiz 1
<b>WEEK 3</b> (Sep. 21&23)	Lesson 1	Quiz 2

**WEEK 4**

(Sep. 28&amp;30)

Lesson 2

Quiz 3

**WEEK 5**

(Oct. 5&amp;7)

Lesson 2

Quiz 4

**WEEK 6**

(Oct. 12&amp;14)

Lesson 3

Quiz 5

**WEEK 7**

(Oct. 19&amp;21)

Lesson 3

Quiz 6

**WEEK 8**

(Oct. 26&amp;28)

Test 1 Review

Thursday Oct. 28

**Test 1 (10%)**

(Nov. 1 to 7)

Fall Reading Week - No Classes

**WEEK 9**

(Nov. 9&amp;11)

Lesson 4

Quiz 7

**WEEK 10**

(Nov. 16&amp;18)

Lesson 4

Quiz 8

**WEEK 11**

(Nov. 23&amp;25)

Lesson 5

Quiz 9

**WEEK 12**

(Nov. 30&amp;Dec. 2)

Lesson 5

Preparation for Presentation 1

**WEEK 13**

(Dec. 7)

**Presentation 1 (15%)**

### CHN 3350 Beginners' Chinese 3 Schedule for Classes and Tests, Term 2 (Jan.-Apr. 2022)

<b>Term 2</b>	<b>Class</b>	<b>Tests/Quizzes/Compositions</b>
<b>Week 14</b> (Jan. 4&6)	Lesson 6	Quiz 11
<b>Week 15</b> (Jan 11&13)	Lesson 6	Quiz 12
<b>Week 16</b> (Jan 18&20)	Lesson 7	Quiz 13
<b>Week 17</b> (Jan. 25&27)	Lesson 7	Quiz 14
<b>Week 18</b> (Feb. 1&3)	Test 2 Review Thursday Feb. 3	<b>Test 2 (10%)</b>
<b>Week 19</b> (Feb. 8&10)	Lesson 8	Quiz 15
<b>Week 20</b> (Feb. 15&17)	Lesson 8	Quiz 16
(Feb. 19to27)	Spring Reading Week - No Classes	
<b>Week 21</b> (Mar. 1&3)	Lesson 9	Quiz 17
<b>Week 22</b> (Mar. 8&10)	Lesson 9	Quiz 18
<b>Week 23</b> (Mar. 15&17)	Lesson 10	Quiz 19
<b>Week 24</b> (Mar. 22&24)	Lesson 10	Quiz 20
<b>Week 25</b> (Mar. 29&31)	Preparation for Presentation 2	<b>Presentation 2 (15%)</b>

**Note: Weekly quizzes will take place on either Tuesday or Thursday.**

## **Appendix to Course Outlines: Academic Policies & Regulations 2021 - 2022**

### **Prerequisite and Antirequisite Information**

Students are responsible for ensuring that they have successfully completed all course prerequisites and that they have not completed any course antirequisites. Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

### **Pandemic Contingency**

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, all remaining course content will be delivered entirely online, typically using a combination of synchronous instruction (i.e., at the times indicated in the timetable) and asynchronous material (e.g., posted on OWL for students to view at their convenience). Any remaining assessments will also be conducted online at the discretion of the course instructor. In the unlikely event that changes to the grading scheme are necessary, these changes will be clearly communicated as soon as possible.

### **Student Code of Conduct**

Membership in the community of Huron University College and Western University implies acceptance by every student of the principle of respect for the rights, responsibilities, dignity and well-being of others and a readiness to support an environment conducive to the intellectual and personal growth of all who study, work and live within it. Upon registration, students assume the responsibilities that such registration entails. While in the physical or online classroom, students are expected to behave in a manner that supports the learning environment of others. Please review the Student Code of Conduct at: <https://huronatwestern.ca/sites/default/files/Res%20Life/Student%20Code%20of%20Conduct%20-%20Revised%20September%202019.pdf>.

### **Attendance Regulations for Examinations**

A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- 2) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

Review the policy on Attendance Regulations for Examinations here:  
[https://www.uwo.ca/univsec/pdf/academic\\_policies/exam/attendance.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/exam/attendance.pdf).

### **Statement on Academic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following website: [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf). The appeals process is also outlined in this policy as well as more generally at the following website: [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/appealsundergrad.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/appealsundergrad.pdf).

### **Turnitin.com**

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

### **Statement on Use of Electronic Devices**

It is not appropriate to use electronic devices (such as, but not limited to, laptops, cell phones) in the classroom for non-classroom activities. Such activity is disruptive and distracting to other students and to the instructor, and can inhibit learning. Students are expected to respect the classroom environment and to refrain from inappropriate use of technology and other electronic devices in class.

### **Statement on Use of Personal Response Systems (“Clickers”)**

Personal Response Systems (“clickers”) may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning. Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else’s clicker in class constitutes a scholastic offence
- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence.

### **Academic Consideration for Missed Work**

Students who are seeking academic consideration for missed work during the semester may submit a self-reported absence form online provided that the absence is **48 hours or less** and the other conditions specified in the Senate policy at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_illness.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf) are met.

Students whose absences are expected to last **longer than 48 hours**, or where the other conditions detailed in the policy are not met (e.g., work is worth more than 30% of the final grade, the student has already used 2 self-reported absences, the absence is during the final exam period), may receive academic consideration by submitting a Student Medical Certificate (for illness) or other appropriate documentation (for compassionate grounds). The Student Medical Certificate is available online at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

All students pursuing academic consideration, regardless of type, must contact their instructors no less than 24 hours following the end of the period of absence to clarify how they will be expected to fulfill the academic responsibilities missed during their absence. **Students are reminded that they should consider carefully the implications of postponing tests or midterm exams or delaying submission of work, and are encouraged to make appropriate decisions based on their specific circumstances.**

Students who have conditions for which academic accommodation is appropriate, such as disabilities or ongoing or chronic health conditions, should work with Accessible Education Services to determine appropriate forms of accommodation. Further details concerning policies and procedures may be found at: <http://academicsupport.uwo.ca/>.

### **Policy on Academic Consideration for a Medical/ Non-Medical Absence**

#### **(a) Consideration on Medical Grounds for assignments worth *less than 10%* of final grade: Consult Instructor Directly and Contact Academic Advising**

When seeking consideration on **medical grounds** for assignments worth *less than 10%* of the final course grade, and if the student has exceeded the maximum number of permissible Self-Reported absences, the student should contact the instructor directly. The student need only share broad outlines of the medical situation. The instructor **may** require the student to submit documentation to the academic advisors, in which case she or he will advise the student and inform the academic advisors to expect documentation. If documentation is requested, the student will need to complete and submit the [Student Medical Certificate](#). The instructor may **not** collect medical documentation. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

#### **(b) Consideration on Non-Medical Grounds: Consult Huron Support Services/Academic Advising, or email [huronsss@uwo.ca](mailto:huronsss@uwo.ca).**

Students seeking academic consideration for a **non-medical** absence (e.g. varsity sports, religious, compassionate, or bereavement) will be required to provide appropriate documentation where the conditions for a Self-Reported Absence have not been met, including where the student has exceeded the maximum number of permissible Self-Reported. All consideration requests must include a completed [Consideration Request Form](#). Late penalties may apply at the discretion of the instructor.

Please review the full policy on Academic Consideration for medical and non-medical absence at: [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_illness.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf). Consult [Huron Academic Advising](#) at [huronsss@uwo.ca](mailto:huronsss@uwo.ca) for any further questions or information.

### **Support Services**

For advice on course selections, degree requirements, and for assistance with requests for medical accommodation, students should email an Academic Advisor in Huron's Student Support Services at [huronsss@uwo.ca](mailto:huronsss@uwo.ca). An outline of the range of services offered is found on the Huron website at: <https://huronatwestern.ca/student-life/student-services/>.

Department Chairs, Program Directors and Coordinators are also able to answer questions about individual programs. Contact information can be found on the Huron website at: <https://huronatwestern.ca/contact/faculty-staff-directory/>.

If you think that you are too far behind to catch up or that your workload is not manageable, you should consult your Academic Advisor. If you are considering reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines. Please refer to the Advising website, <https://huronatwestern.ca/student-life/student-services/academic-advising/> or review the list of official Sessional Dates on the Academic Calendar, available here: <http://www.westerncalendar.uwo.ca/SessionalDates.cfm>.

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP and/or Scholarship/Bursary eligibility.

Huron Student Support Services: <https://huronatwestern.ca/student-life/student-services/>

Office of the Registrar: <https://registrar.uwo.ca/>

Student Quick Reference Guide: <https://huronatwestern.ca/student-life/student-services/#1>

Academic Support & Engagement: <http://academicsupport.uwo.ca/>

Huron University College Student Council: <https://huronatwestern.ca/student-life/beyond-classroom/hucsc/>

Western USC: <http://westernusc.ca/your-services/#studentservices>

### **Mental Health & Wellness Support at Huron and Western**

University students may encounter setbacks from time to time that can impact academic performance. Huron offers a variety of services that are here to support your success and wellbeing. Please visit <https://huronatwestern.ca/student-life-campus/student-services/wellness-safety> for more information or contact staff directly:

Wellness Services: [huronwellness@huron.uwo.ca](mailto:huronwellness@huron.uwo.ca)

Community Safety Office: [safety@huron.uwo.ca](mailto:safety@huron.uwo.ca)

Chaplaincy: [gthorne@huron.uwo.ca](mailto:gthorne@huron.uwo.ca)

Additional supports for Health and Wellness may be found and accessed at Western through, <https://www.uwo.ca/health/>.