

HURON UNIVERSITY COLLEGE

Course Outline 2017-18

1.0 BASIC COURSE INFORMATION

Course Number: CHN1150

Course Name: Beginners' Chinese 1

Course Prerequisites: Permission of the department

Instructor Name: Dr. Lucy He

Office and Telephone numbers: Room A10, Huron University College
519-438-7224 ext. 331

E-mail address: lhe26@uwo.ca

Scheduled class times: 10:30AM-12:30PM Tuesday and Thursday, Classroom W17(HUC)

Office Hours: 12:30-1:30PM Tuesday and Thursday, or by appointment

2.0 COURSE DESCRIPTION

This course serves as an introduction to Modern Standard Chinese (Mandarin) as a foreign language for beginners. The main goal for this course is for students to acquire a culturally contextualized working knowledge of and essential skills in introductory Chinese. The course aims at developing four basic skills, reading, writing, listening, and speaking, and at building a solid foundation in preparation for more advanced studies. The course will make use of audio-visual facilities as assistance. Special emphasis will be given to recognition and writing of Chinese characters.

3.0 COURSE LEARNING OBJECTIVES

I. Acquire basic language skills of modern standard Chinese:

- Establish a mastery of the pinyin romanization system and can pronounce and transcribe correctly sounds used in modern standard Chinese;
- Have a good command of basic strokes and stroke-order for writing Chinese characters;
- Read short texts and write approximately 400 characters;
- Master basic sentence patterns and use them to produce sentences;
- Conduct simple conversations in Chinese;

II. Prepare for the next level Chinese course, Chinese 2250.

4.0 DESCRIPTION OF CLASS METHODS

This course adopts a learner-centered teaching approach. Classes are composed of weekly mini tests (quizzes and dictations) and task-oriented activities and the instructor leads such activities and provides necessary explanation for important grammar items, sentence structures, and vocabulary. Students are expected to prepare for each and every class by doing preview and review. They must actively participate in the classroom activities.

5.0 TEXTBOOKS AND OTHER REQUIRED RESOURCES

Yuehua Liu, et al., *Integrated Chinese* 中文听说读写 Level 1 Part 1, **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

- Attendance 15%

- Character writing 5% (late submission penalty)
- Homework 10% (late submission penalty)
- Quizzes 20% (20 quizzes, 1% each)
- Interview & Group presentation 10% (late submission penalty)
- Written tests 20% (two, 10% each)
- Final examination 20%

6.5 SPECIAL INSTRUCTIONS

- Students are required to work in the language lab for a minimum of 20 minutes each week. Lab work accounts for 5% for attendance.
- There is a penalty for late submission of written assignments (homework, character writing, etc.). Penalty is **one** mark for **each calendar day** to a total of **seven** days. Assignments more than seven days late will not be accepted.
- Daily practice of character writing will be collected on the **last** Thursday of every month (except for the last collection that falls on Thursday April 5th, 2018). Character writing must be clearly marked by dates (e.g., September 15th, 2017).
- Quizzes and dictations are done in class and there is **NO** make-up.
- There will be one major test each term. **No make-ups** will be given, except in the case of documented medical or compassionate circumstances.

7.0 TENTATIVE SCHEDULE OF CLASSES

TERM ONE:	CLASS	Quiz/Test*
WEEK 1 (Sept. 7)	Introduction to Pronunciation	
WEEK 2 (Sept. 12&14)	Introduction to Pronunciation	Quiz 1
WEEK 3 (Sept. 19&21)	Introduction to Pronunciation	Quiz 2
WEEK 4 (Sept. 26&28)	Lesson One Lesson One	Character quiz 1
WEEK 5 (Oct. 3&5)	Lesson One Lesson Two	Quiz 3
(Oct. 9-13)	Reading Week No Class	
WEEK 6 (Oct. 17&19)	Lesson Two Lesson Two	Character quiz 2
WEEK 7 (Oct. 24&26)	Lesson Three Lesson Three	Quiz 4

WEEK 8 (Oct. 31&Nov.2)	Lesson Three Review	Character quiz 3
WEEK 9 (Nov. 7&9)	Tuesday November 7th, 2017 Lesson Four	Test 1 (10%)
WEEK 10 (Nov. 14&16)	Lesson Four Lesson Four	Character quiz 4
WEEK 11 (Nov. 21&23)	Lesson Four Lesson Five	Quiz 5
WEEK 12 (Nov. 28&30)	Lesson Five Lesson Five	Character quiz 5
WEEK 13 (Dec. 5&7)	Lesson Five Thursday December 7th, 2017	Interview

***Quizzes may take place on Tuesday or Thursday.**

TERM TWO:	CLASS	Quiz/Dictation/Test*
WEEK 14 (Jan. 9&11)	Lesson Six Lesson Six	Character quiz 6
WEEK 15 (Jan. 16&18)	Lesson Six Lesson Six	Quiz 7
WEEK 16 (Jan. 23&25)	Lesson Seven Lesson Seven	Character quiz 7
WEEK 17 (Jan. 30&Feb. 1)	Lesson Seven Lesson Seven	Quiz 8
WEEK 18 (Feb. 6&8)	Review Tuesday February 6th, 2018	Test 2 (10%)
WEEK 19 (Feb. 13&15)	Lesson Eight Lesson Eight	Character quiz 8
(Feb. 19-23)	Reading Week No Class	
WEEK 20 (Feb. 27&Mar. 1)	Lesson Eight Lesson Eight	Quiz 9
WEEK 21 (Mar. 6&8)	Lesson Nine Lesson Nine	Character quiz 9
WEEK 22 (Mar. 13&15)	Lesson Nine Lesson Nine	Quiz 10
WEEK 23 (Mar. 20&22)	Lesson Ten Lesson Ten	Character quiz 10
WEEK 24 (Mar. 27&29)	Lesson Ten Lesson Ten	Quiz 11
WEEK 25 (Apr. 3&5)	Tuesday Apr. 3rd, 2018 Review	Group presentations
WEEK 26 (Apr. 10)	Review	

***Quizzes may take place on Tuesday or Thursday.**



Appendix to Course Outlines

Prerequisite Information

Students are responsible for ensuring that they have successfully completed all course prerequisites. Unless you have either the requisites for this course or written special permission from your Provost and Dean to enrol 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.

Conduct of Students in Classes, Lectures, and Seminars

Membership in the community of Huron University College and the University of Western Ontario 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. The academic and social privileges granted to each student are conditional upon the fulfillment of these responsibilities.

In the classroom, students are expected to behave in a manner that supports the learning environment of others. Students can avoid any unnecessary disruption of the class by arriving in sufficient time to be seated and ready for the start of the class, by remaining silent while the professor is speaking or another student has the floor, and by taking care of personal needs prior to the start of class. If a student is late, or knows that he/she will have to leave class early, be courteous: sit in an aisle seat and enter and leave quietly.

Please see the *Code of Student Rights and Responsibilities* at:

<http://www.huronuc.ca/CurrentStudents/StudentLifeandSupportServices/StudentDiscipline>

Technology

It is not appropriate to use technology (such as, but not limited to, laptops, cell phones) in the classroom for non-classroom activities. Such activity is disruptive and is 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.

Academic Accommodation for Medical/Non-Medical Grounds

Students who require special accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at:

http://www.sdc.uwo.ca/ssd/?requesting_acc

- (a) **Medical Grounds for assignments worth 10% or more of final grade: Go Directly to Academic Advising**

University Senate policy, which can be found at

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf,

requires that all student requests for accommodation on medical grounds for assignments worth 10% or more of the final grade be made directly to the academic advising office of the home faculty (for Huron students, the “home faculty” is Huron), with supporting documentation in the form (minimally) of the Senate-approved Student Medical Certificate found at:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform_15JUN.pdf.

The documentation is submitted in confidence and will not be shown to instructors. 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. The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Provost and Dean. The instructor’s decision is appealable to the Provost and Dean.

**(b) Accommodation on Medical Grounds for assignments worth less than 10% of final grade:
Consult Instructor Directly**

When seeking accommodation on medical grounds for assignments worth less than 10% of the final course grade, 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. 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. The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Provost and Dean. The instructor’s decision is appealable to the Provost and Dean.

(c) Non-medical Grounds: Consult Instructor Directly

Where the grounds for seeking accommodation are not medical, the student should contact the instructor directly. Late penalties may apply at the discretion of the instructor. Apart from the exception noted below, academic advisors will not be involved in the process of accommodation for non-medical reasons.

Where a student seeks accommodation on non-medical grounds where confidentiality is a concern, the student should approach an academic advisor with any documentation available. The advisors will contact the instructor after the student’s request is received, and will outline the severity and duration of the challenge without breaching confidence. The student will be informed that the instructor has been notified that significant circumstances are affecting or have affected the student’s ability to complete work, and the student will be instructed to work as quickly as possible with the instructor on an agreement for accommodation. Before denying a request for accommodation where documentation has been submitted to an academic advisor, the instructor will consult with the Provost and Dean. The instructor’s decision is appealable to the Provost and Dean.

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 Web site:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

Statement on Academic Integrity

The International Centre for Academic Integrity defines academic integrity as "a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behaviour that enable academic communities to translate ideals to action." (CAI Fundamental Values Project, 1999).

A lack of academic integrity is indicated by such behaviours as the following:

- Cheating on tests;
- Fraudulent submissions online;
- Plagiarism in papers submitted (including failure to cite and piecing together unattributed sources);
- Unauthorized resubmission of course work to a different course;
- Helping someone else cheat;
- Unauthorized collaboration;
- Fabrication of results or sources;
- Purchasing work and representing it as one's own.

Academic Integrity: Importance and Impact

Being at university means engaging with a variety of communities in the pursuit and sharing of knowledge and understanding in ways that are clear, respectful, efficient, and productive. University communities have established norms of academic integrity to ensure responsible, honest, and ethical behavior in the academic work of the university, which is best done when sources of ideas are properly and fully acknowledged and when responsibility for ideas is fully and accurately represented.

In the academic sphere, unacknowledged use of another's work or ideas is not only an offence against the community of scholars and an obstacle to academic productivity. It may also be understood as fraud and may constitute an infringement of legal copyright.

A university is a place for fulfilling one's potential and challenging oneself, and this means rising to challenges rather than finding ways around them. The achievements in an individual's university studies can only be fairly evaluated quantitatively through true and honest representation of the actual learning done by the student. Equity in assessment for all students is ensured through fair representation of the efforts by each.

Acting with integrity at university constitutes a good set of practices for maintaining integrity in later life. Offences against academic integrity are therefore taken very seriously as part of the university's work in preparing students to serve, lead, and innovate in the world at large.

A university degree is a significant investment of an individual's, and the public's, time, energies, and resources in the future, and habits of academic integrity protect that investment by preserving the university's reputation and ensuring public confidence in higher education.

Students found guilty of plagiarism will suffer consequences ranging from a grade reduction to failure in the course to expulsion from the university. In addition, a formal letter documenting the offence will be filed in the Provost and Dean's Office, and this record of the offence will be retained in the Provost and Dean's Office for the duration of the student's academic career at Huron University College.

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.

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

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.

Policy on Special Needs

Students who require special accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at:

http://www.sdc.uwo.ca/ssd/?requesting_acc

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 Provost and 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 Provost and Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Provost and Dean of the Faculty offering the course will communicate that decision to the Provost and Dean of the Faculty of registration.

Class Cancellations

In the event of a cancellation of class, every effort will be made to post that information on the Huron website, <http://www.huronuc.ca/AccessibilityInfo> (“Class Cancellations”).

Mental Health @ Western

Students who are in emotional/mental distress should refer to Mental Health @ Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Academic Advising

For advice on course selections, degree requirements, and for assistance with requests for medical accommodation [see above], students should contact an Academic Advisor in Huron’s Student Support Services (huronsss@uwo.ca). An outline of the range of services offered is found on the Huron website at: <http://www.huronuc.ca/CurrentStudents/AcademicAdvisorsandServices>

Department Chairs and Program Directors and Coordinators are also able to answer questions about their individual programs. Their contact information can be found on the Huron website at:
<http://www.huronuc.ca/Academics/FacultyofArtsandSocialScience>