

Three Rivers Community College
574 New London Turnpike, Norwich, CT 06360
CHI K111-T1 CRN: 31484 Elementary Chinese I
Fall 2014 Syllabus

Monday & Wednesday 4:00 – 5:40 p.m.
Room D-104
MyChineseLab Course I.D.: CRSKLJP-8012924

Instructor Information

Instructor: Barbara Chan, MS, BA

Communication with Your Instructor: Normally, contact your instructor via the mail feature on the course website. For emergency, contact her at bchan1@prodigy.net or bchan@ccc.commnet.edu.

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Week 13	Week 14	Week 15	Week 16	Week 17

Course Description

This course is the first of a two-course sequence. It is designed to acquaint students with grammatical structures and vocabulary appropriate for beginning learners. Instruction focuses on the development of all four language skills (speaking, listening, reading and writing) in Chinese and cultural knowledge. Students will learn basic vocabulary and sentence structures for use in essential everyday situations through various forms of oral practice. Pinyin (the most widely used Chinese phonetic system) will be taught as a tool to learn the spoken language. Students will also learn to read and write Chinese characters in order to be able to communicate effectively in real Chinese situations. Approximately 200 words and expressions in both Pinyin and characters will be taught. While linguistic aspects of the Chinese language are the primary focus, introduction to the social and cultural background of the language will also form an important part of the course to help students understand Chinese culture and society. The text used in this course is a package that includes a textbook and a student access code to an on-line program which will be used for lab work, home practice, home assignments, and occasionally some tests.

Course Outcome: Students will –

- develop the skills to use the Chinese Pinyin system for proper Mandarin pronunciation
- develop basic communicative competence in the four basic skills of listening, speaking, reading, and writing the Chinese language
- learn basic vocabulary and sentence structures for use in essential everyday situations
- be able to communicate effectively in real-life situation in the Chinese language
- be able to read and write about 200 new Chinese characters
- learn how to use Chinese grammar and sentence patterns
- understand the social and cultural background of the Chinese language

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Text and Other Required Materials:

Required Text: Package ISBN-10: 0205830536 | ISBN-13: 9780205830534

This package contains:

- Chinese Link: Beginning Chinese, Simplified Character Version Level 1/Part 1, 2/E by Wu, Yu, Zhang & Tian | ©2011 | Prentice Hall | Paper; 312 pp
- MyChineseLab with Pearson eText Student Access Code Card for Chinese Link: Beginning Chinese, Simplified Character Version, Level 1/Parts 1 & 2 (6-month), 2/E by Wu, Yu, Zhang & Tian | ©2011 | Prentice Hall | Access Code Card

Computer and Internet Access: All students **must** have personal internet access for study, practice, and completion of assignments and tests.

Computer System Requirements: Visit www.mychineselab.com and click on “Browser Tune-up” to confirm that you have met the system requirements.

MyChineseLab Registration: All first-time users will need to register to use MyChineseLab before using this on-line program for this course. Your instructor will provide the Course ID, with all the necessary information on how to register.

Handouts and Extra Reading: The instructor will distribute handouts and materials for extra reading and studying during the course.

Printer Use: You will need a printer to print PDF files from the MyChineseLab website for character writing and other writing exercises and assignments.

Optional Supplies: You will need card paper to make your own vocabulary flash cards. A 3-ring binder dedicated to keep all your graded assignments, quizzes, tests and handouts together will be helpful for future review and reference.

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Teaching Methods:

1. Lectures/Demonstrations: Your instructor will highlight important materials within each lesson using notes and PowerPoint for course content and topic review, interactive discussions, interesting songs and games, researches, hands-on activities, and board/computer demos.
2. Labs: You will work at your own pace to solidify lesson materials at the end of each lesson.
3. Assignments: Homework and/or research projects will be assigned for each unit weekly throughout the course. Most assignments are obtainable from the on-line MyChineseLab website, and some will be provided by the instructor. **Homework is a very important and essential element for this course because no student can learn how to write Chinese characters without practicing them at home.** Deadlines for assignments are set to help students from falling behind schedule. In order to be successful in this course, students are advised to observe the deadlines as closely as possible. Assignments submitted one week after the deadline will **NOT** be accepted.
4. Quizzes: Quizzes will be given on vocabulary from each lesson, mostly in dictation format.
5. Tests: Tests will be given after completion of every two lessons to ensure comprehension.

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Student Preparation:

Technical Assistance: Make sure your computer is ready for the on-line MyChineseLab program. (See “Computer System Requirements” under “Text and Required Materials” on page 1 above. Written communications with your instructor must be done via the mail feature on the

course website and will be responded within 48 hours Monday through Friday. Please plan your work accordingly in order to give your instructor ample time to respond to your questions before the assignment due date.

MyChineseLab: In order to lay a good foundation for further training in spoken Chinese, students are required to make full use of the listening and speaking materials provided in the MyChineseLab course website program. Don't just listen, you need to also repeat after listening, imitating the sounds and tones of the native speakers. Students are encouraged to ask questions in the class if they have any problem with pronunciation or grammatical concepts.

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Course Expectations:

Assignment Due Dates: You are responsible for the submission of all assignments for each lesson by the announced due dates posted on this syllabus. All assignments must be submitted either via the MyChineseLab program on-line or directly in class to your instructor as appropriate. **Assignments submitted via e-mail, unless instructed by your instructor, will not be accepted and will not be graded.** Assignment submission is step-wise with due dates assigned to help keep students on track. Flexibility in these due dates is always maintained to allow consistency with student's work, travel and family commitments. However, **assignments received more than one week after the due date will receive no credit.** If you have extenuating reason for missing an assignment beyond the one-week grace period and have appropriate documents to support your reason, you may contact your instructor and request for an extension **before** the end of the grace period, or as soon as practicable. As this course requires a lot of assignments and written and hands- on projects, it is very important for students to observe the due date in order not to fall behind. If necessary, your instructor may ask you to resubmit an assignment for improved grades. Therefore, as a good practice, make a habit of reading your instructor's comments or suggestions for improvements on graded papers for required resubmission.

Assignment Format: All assignments not submitted via MyChineseLab must bear the student's name, the date of the assignment, the course name (CHI K111), and the assignment name (e.g., Lesson One Assignment A1, etc.) Assignments from different lessons should be submitted on a separate sheet. All English written assignments (e.g., translation of a passage from Chinese to English, or a research paper written in English) must be typed-written in double-space 12-point font, but no smaller than 10-point or larger than 14-point. All Chinese characters must be hand-written and submitted in class, unless otherwise instructed by the teacher. Your instructor wants to make sure that all her students know how to write the Chinese characters by hand first, before they learn how to type in Chinese in the future.

Lab Practices: After completion of each lesson, all students are required to spend time in the College language lab or at home to practice materials and concepts taught in each lesson. Practice time and study time on the course website is considered an essential element of this course. Therefore, be assured that your instructor will check on your activities on the course website from time to time.

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Quizzes and Tests: In order to build a good foundation of Chinese reading and writing skills, weekly character quizzes are given. Most quizzes are given in dictation format. A test on grammar and vocabulary will be given after the completion of every two lessons. There will be **no** make-up for any quiz or test, unless under extenuating situations where you have supporting papers from your doctor. There will be a final exam on the last two days of class. Final exam guidelines will be provided near the end of the semester.

Academic Dishonesty: The college takes plagiarism and cheating very seriously. Such offenses may be punished by failure on a quiz or assignment, failure in the course, and/or expulsion from the college. For more information on policies and consequences, refer to the College Student Handbook. Students are not allowed to use any electronic devices for translation work, but they may use a dictionary to help with their homework.

Attendance and Participation Policy: Students wishing to withdraw from this class must go to the Registrar's Office and fill out the proper withdrawal form by September 8, 2014 for partial tuition refund. Not following proper withdrawal procedures will result in receiving a failing grade in the course. All students are required to attend ALL scheduled classes and take an active part in classroom activities. For attendance, each student receives one point for every class attended. If, for a justifiable reason, you are not able to come to class on a certain day, advance notice to the instructor is required. Supporting documents (e.g., doctor's note) must be submitted in order for an absence to be excused. For each unexcused absence, the student will receive a ZERO for that day's attendance, and 0.25 points will also be deducted from the student's participation grade for that day. If a student's absences exceed 7 classes, he/she will receive a ZERO for both his/her attendance and participation grades for the semester. If a student's absences exceed 10 classes, he/she will receive an "F" for the course. Classroom learning is achieved largely through participation of group/pair/individual work, role playing, and other activities geared towards each student's active production of the Chinese language. So, it is very important to attend all classes and participate in all class activities so that the instructor can maintain an accurate and fair record of each student's academic performance.

Disabilities Policy: If you have a question regarding a disability that may affect your progress in this course, please contact one of the college's Disability Service Providers as soon as possible. Chris Scarborough (860-892-5751/Room A-119) generally works with students who have Learning Disabilities, Attention Deficit Disorder, or Asperger's Syndrome (Chris's position is part-time). Kathleen Gray (860-885-2328/Room A-119) generally works with students who have physical, visual, hearing, medical, mobility, or psychiatric disabilities. Please note that an instructor cannot provide disability academic adjustments until a student provides the necessary paperwork from the college's Office of Disability Services to the instructor. Also, academic adjustments take effect when the instructor receives the paperwork from a student; academic adjustments are not provided retroactively.

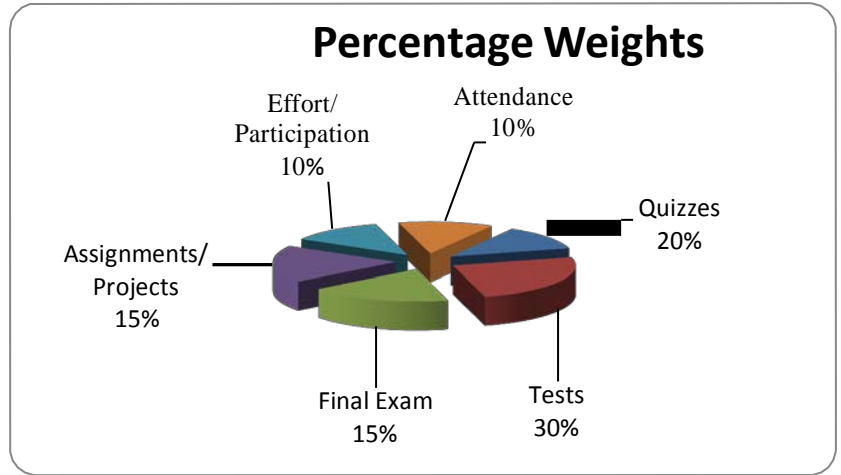
Digication: As a student, you will maintain an online learning portfolio using a college-designed template in Digication. Through this electronic tool you will have the opportunity to monitor your own growth in college-wide learning. It may even help you determine a major that is best suited to you. You will be able to keep and maintain your learning portfolio after graduation. A Three Rivers General Education Assessment Team will select and review random works to improve the college experience for all. If your work is selected and reviewed for assessment purposes, it will remain anonymous and private. Digication provides a "place" where you will connect your learning from the classroom, college, and life in general. Sometimes when you review all of the work you have done and think about it, you end up learning something different and perhaps unexpected. Please review your course outlines to determine what assignments to upload into the TRCC Digication template and please post your own choices, as well. Have fun in learning!

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Grading Policy

FINAL LETTER GRADE	TOTAL PERCENTAGE
A	93 – 100
A-	90 – 92
B+	87 – 89
B	83 – 86
B-	80 – 82
C+	77 – 79
C	73 – 76
C-	70 – 72
D+	67 – 69
D	63 – 66
D-	60 – 62
F (Fail)	0 – 59



* Subject to change as necessary

Weekly Schedule

Week	Materials/Topics	Class Activities	Home Assignments	Due Date* ¹
1 8/27	<ul style="list-style-type: none"> - Course Syllabus - MyChineseLab - World Map and Map of China - Intro. to Chinese - The Chinese Writing System (Pg. F-22) - Common Radicals 	<ul style="list-style-type: none"> - Explanation of course syllabus and grading policies - MyChineseLab logon Instructions - Introduction to Chinese - Chinese Writing System (handout and F36 – F41) - Writing common strokes 	<p>Get three Chinese names from www.mandarintools.com, or submit your Chinese name if you already have one.</p> <p>Enroll in the course via MyChineseLab</p> <p>Common Radical Writing (handouts)</p> <p>Quiz: common radicals</p>	<p>9/3/14</p> <p>ASAP</p> <p>9/3/14</p> <p>9/3/14</p>
2 9/1 9/3 (make-up)* ²	<p>Labor Day – no class</p> <ul style="list-style-type: none"> - Classroom Expressions (Pg.F-30 & F-31) - Chinese Pronunciation 	<ul style="list-style-type: none"> - Quiz: common radicals - Classroom Expressions Practice (F42 – F45) - Pinyin Practice F1-26 	<p>Test: Classroom Expressions (on-line)</p> <p>Pinyin HW Exercises I-IV</p>	<p>9/4/14 - 9/11/14</p> <p>9/8/14</p>
3 9/8 (make-up)* ² 9/10 (make-up)* ²	<ul style="list-style-type: none"> - Chinese Pronunciation (continued) - Mid-Autumn Festival <ul style="list-style-type: none"> - Chinese Pronunciation (continued) - Lesson 1 	<ul style="list-style-type: none"> - Pinyin Practice F27-35 - Pinyin Review - Story about Chang E & Celebration <ul style="list-style-type: none"> - Pinyin Review - Introduce Lesson 1 	<p>Pinyin HW Exercises V – VI</p> <p>Test: Pinyin (timed on-line test)</p> <p>Lesson 1 character writing</p> <p>Quiz: Lesson 1</p>	<p>9/10/14</p> <p>9/10/14 – 9/17/14</p> <p>9/15/14</p> <p>9/15/14</p>
4 9/15 9/17	<ul style="list-style-type: none"> - Lesson 1 <ul style="list-style-type: none"> - Lesson 2 	<ul style="list-style-type: none"> - Quiz: Lesson 1 Characters - Lesson 1 Activities <ul style="list-style-type: none"> - Check Lesson 1 HW - Introduce Lesson 2 	<p>Lesson 1 HW</p> <p>Lesson 2 character writing</p> <p>Quiz: Lesson 2 characters</p>	<p>9/17/14</p> <p>9/22/14</p> <p>9/22/14</p>

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5	9/22	- Lesson 2	- Quiz: Lesson 2 characters - Lesson 2 Activities	Lesson 2 HW	9/24/14
	9/24	- Lessons 1-2 - Lesson 3	- Check Lesson 2 HW - Review Lessons 1-2 - Introduce Lesson 3	Test: Lessons 1-2 (timed on-line test)	9/24/14 - 10/1/14
				L3 character writing Quiz: L3 characters	9/29/14 9/29/14
6	9/29	- Lesson 3	- Quiz: L3 characters - Lesson 3 Activities	Lesson 3 HW	10/1/14
	10/1	- Lesson 3 - Lesson 4	- Check Lesson 3 HW - Introduce Lesson 4	L4 character writing Quiz: L4 characters	10/6/14 10/6/14
7	10/6	- Lesson 4	- Quiz: Lesson 4 characters - Lesson 4 Activities	Lesson 4 HW	10/8/14
	10/8	- Lesson 4 - Lessons 3-4	- Check Lesson 4 HW - Review Lessons 3-4	Test: Lessons 3-4 (timed on-line test)	10/8/14 - 10/15/14
8	10/13	- Lesson 5	- Introduce Lesson 5	Lesson 5 character Writing	10/15/14
	10/15	- Lesson 5	- Quiz: Lesson 5 characters - Lesson 5 Activities	Lesson 5 HW	10/15/14 10/20/14
9	10/20	- Lesson 6	- Check Lesson 5 HW - Introduce Lesson 6	L6 character writing	10/22/14
	10/22	- Lesson 6	- Quiz: Lesson 5 characters - Lesson 6 Activities	Quiz: L6 characters Lesson 6 HW	10/22/14 10/27/14
10	10/27 (make up) *2	- Lessons 5-6 - Lesson 7	- Check Lesson 6 HW - Review Lessons 5-6 - Introduce Lesson 7	Test: Lessons 5-6 (timed on-line test)	10/27/14 - 11/3/14
	10/29	No Class – Ms. Chan in China		Lesson 7 character writing (1 & 2) Quiz: Lesson 7 characters (1 & 2)	11/10/14 11/10/14

11	11/3 11/5	No Class this week – Ms. Chan in China		Do on-line course evaluation (available 11/3 – 11/28) Study Lesson 7 Grammar and Do Activities in your textbook	
12	11/10 (make up)*² 11/12 (make up)*²	- Lesson 7 - Lesson 8	- Quiz: Lesson 7 characters (1 & 2) - Lesson 7 Activities - Check Lesson 7 HW - Introduce Lesson 8	Lesson 7 HW Lesson 8 character writing (1) Quiz: Lesson 8 characters (1)	11/12/14 11/17/14 11/17/14
13	11/17 (make up)*² 11/19	- Lesson 8 - Lesson 8	- Quiz: Lesson 8 characters (1) - Lesson 8 Activities - Quiz: Lesson 8 characters (2) - Lesson 8 Activities	Lesson 8 character writing (2) Quiz: Lesson 8 characters (2) Lesson 8 HW Course Evaluation	11/19/14 11/19/14 11/20/14 11/3-11/28
14	11/24 11/26	- Lessons 7-8 - Lesson 9	- Check Lesson 8 HW - Review Lessons 7-8 - Introduce Lesson 9 - Distribute final oral and written exam instructions	Test: Lessons 7-8 (timed on-line test) Lesson 9 character writing (1) Quiz: Lesson 9 characters (1) Prepare for oral and written exam (submit only if you want your teacher to check your draft)	11/24/14 - 12/1/14 12/1/14 12/1/14 On or before 12/8/14 (no grace period)
15	12/1 12/3	- Lesson 9 - Lesson 9	- Quiz: Lesson 9 characters (1) - Lesson 9 Activities - Quiz: Lesson 9 characters (2) - Lesson 9 Activities	Lesson 9 character writing (2) Quiz: Lesson 9 characters (2) Lesson 9 HW	12/3/14 12/3/14 12/8/14

16	12/8	- Lesson 9	- Check Lesson 9 HW - Lesson 9 Activities	Study for Final Oral and Composition Exam	12/15/14
	12/10	- Lessons 1-9	- Return of final oral and written exam drafts - Review Lessons 1-9		
17	12/15	- Oral and Composition Exam	- Good Luck!	Study for Final Grammar and Culture Exam	12/17/14
	12/17	- Final Written Exam	- Good Luck!		

***NOTES:**

- 1. Assignments received more than one week after the due date will receive no credit. The one-week grace period ends at 11:59 p.m. on the 7th day after the due date. Note that quizzes and tests are given on the specified due date, and there will be no make-ups. Due dates are subject to change as necessary. Check the MyChineseLab website often for messages and notices about changes of assignment due dates.**
- 2. Wherever there is a “(make up)” notation under the date of classes in the schedule, 15 minutes will be added to each of those classes.**