

2015

CHIN 101-02 Elementary Chinese

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Elementary Chinese 1

CHIN 101

Syllabus

Instructor Information

Instructor: Simran Khaira

Preferred method of contact: Email or Skype

Email: khairas@xavier.edu

Skype username: khairas@xavier.edu

Office Hours: Available via Skype by appointment only M-F 8 am -8 pm. Evenings and weekends, I will return emails.

Course Information

Course Description

This is an introductory course of elementary Chinese Mandarin, and has no prerequisites. This course introduces basic language knowledge and common vocabulary, and aims to develop basic communication ability and knowledge of Chinese language and culture for learners with no previous experience in the language.

The study of a language other than your own is invaluable in today's globalized world. Study of a foreign language also helps you to better understand your own language as you draw comparisons about grammatical structures and etymology. In reaching at least high beginning proficiency, you will find yourself able to communicate basic information in uncomplicated situations, and/or to read uncomplicated texts in another language. Though you may not realize it until later, you will also achieve greater facility with your own language, and your empathy for others from different linguistic backgrounds will grow.

Course Learning Outcomes

This course is part of the Xavier Core Curriculum, which aims to develop people of learning and reflection, integrity and achievement, in solidarity for and with others. It addresses the following core learning objective(s) at the introductory level:

2a: Students find, evaluate, and logically convey information and ideas in written and oral presentations.

In addition to Xavier core learning objectives, this course includes these other key learning objectives. Students will be able to:

- Pronounce Chinese words when reading Romanized Chinese (known as Pinyin).
- Apply new vocabulary to fundamental Chinese Mandarin grammatical patterns.

- Conduct basic conversations in Chinese Mandarin on topics such as greetings and partings, numbers, dates, state of being, descriptions of people, actions, time, and names and titles.
- Recognize and translate basic Chinese characters.
- Utilize basic Chinese characters to write simple sentences.
- Duplicate language learning tactics in real life situations, enabling them to continue to study independently

Course Materials

The textbook and audio files we will be using for the course are:

Wheatley, Julian K. *Learning Chinese: A Foundation Course in Mandarin*. (□□基□教材) New Haven, CT: Yale University Press, 2010. ISBN: 9780300141177.

All materials can be found online for free at the following web address, which is also accessible through the course homepage:

<http://ocw.mit.edu/resources/res-21f-003-learning-chinese-a-foundation-course-in-mandarin-spring-2011/online-textbook/part-i-introduction-units-1-4-character-lessons-1-3/>

Links to the specific content pages will be provided within the Modules as we go through the course.

Time Commitment Expectations

This course is sixteen weeks long and is entirely online. Plan to spend minimum two to three hours a day, Monday through Saturday, including the time to engage with course materials and complete assignments. This will be equivalent to contact hours and estimated amount of time that students spend on their assignments in the traditional introductory Chinese courses.

The amount of work and time depend on your skills and nature of assignments. It is important that you spend a few hours on a daily basis rather than 12 hours in a day in order to acquire linguistic skills. Try to let 24 hours be your maximum absence from the course, but check your Xavier email daily for the course communication. Feedback for your quizzes and assignments will be delivered mostly electronically via email or in your Grade Center in Canvas.

Technical Requirements

- Internet connection (DSL, LAN, or cable connection desirable)
- Access to Canvas through a supported Web browser (Internet Explorer, Firefox, Safari). To ensure that you are using a supported browser and have required plug-ins please run the [Check Browser Tool](#) from the Technology Services Web site.
- Check your computer against Xavier's suggested minimum computer requirements: <http://www.xavier.edu/ts/students/Computer-Recommendations.cfm>
- A microphone to record your voice and communicate online with your voice. (Most laptop

- computers have a built-in microphone.)
- Sound recording software. (If you do not own one, you can download [Audacity](#), a free voice editor.)
- A live video communication program such as Skype
- A back-up computer in case your computer is not available. Xavier’s Language Lab located in Conaton Learning Center 404 is equipped with everything listed above. The hours are the same as Conaton Learning Center’s building hours. You need your Xavier All-card to enter the lab.
- A scanner or digital camera to send your handwritten work to the instructor electronically.

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with Canvas, contact the HELP Desk at (513) 745-HELP/4357 or visit the [HELP Desk Web site](#) .

Learning Assistance

The Staff in the Office of Student Success is available to assist students to make the most of their Xavier experience. Personal staff consultations, success coaching, referrals to on-campus Solution Centers, and guiding students to effectively navigate their college experience are central to their work. Please visit www.xavier.edu/student-success to learn more or visit them in the Conaton Learning Commons.

Office of Student Success

Location: 514 Conaton Learning Commons

Phone: 513-745-3036

Email: studentretention@xavier.edu

Course Structure

Course Schedule

There are 6 modules consisting of 2 parts each.

Start Here (8/24 – 8/28)

Due Date	Homework Title
Tue Aug 25, 2015	Student Orientation 11:59pm
Tue Aug 25, 2015	Discussion: Introduce Yourself (initial post) 11:59pm
Thu Aug	Discussion: Introduce Yourself (response post) 11:59pm

27, 2015		
Fri Aug 28, 2015	Syllabus Quiz	11:59pm
Tue Aug 25, 2015	Student Orientation	11:59pm

Module 1 (8/29 – 9/11)

Due Date	Homework Title	
Tue Sep 1, 2015	Multiple Choice Quiz: Pinyin	11:59pm
Wed Sep 2, 2015	Knowledge Check: Numbers	11:59pm
Thu Sep 3, 2015	Translation - Matching Dates	11:59pm
Fri Sep 4, 2015	Knowledge Check: Background of China	11:59pm
Tue Sep 8, 2015	Audio Recording - Pinyin Song	11:59pm
Tue Sep 8, 2015	Discussion: Asking and Answering Questions (initial post)	11:59pm
Wed Sep 9, 2015	Discussion: Asking and Answering Questions (response post)	11:59pm
Thu Sep 10, 2015	Translation - Unit 1.6 Exercise 1	11:59pm
Fri Sep 11, 2015	Skit Writing: Change of State	11:59pm

Wed Sep 16, 2015	Oral Synchronous Meeting 1	11:59pm
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Module 2 (9/12 – 9/25)

Due Date	Homework Title	
Mon Sep 14, 2015	Discussion: Chinese Characters - Unit 1.1 -1.4 (initial post)	11:59pm
Tue Sep 15, 2015	Discussion: Chinese Characters - Unit 1.1 -1.4 (response post)	11:59pm
Wed Sep 16, 2015	Handwriting Characters - 8 Basic Strokes	11:59pm
	<i>Oral Synchronous Meeting 1</i>	11:59pm
Thu Sep 17, 2015	Knowledge Check: Chinese Characters	11:59pm
Mon Sep 21, 2015	Knowledge Check: Bù VS Méi	11:59pm
Tue Sep 22, 2015	Audio Recording - Unit 1.6 Exercise 1	11:59pm
Wed Sep 23, 2015	Translation - Unit 1.8 Exercise 2 a and b	11:59pm
Thu Sep 24, 2015	Listening Practice: Unit 1.10.3 Exercise 3 c	11:59pm
Thu Sep 24, 2015	Discussion: Small Talk (initial post)	11:59pm
Fri Sep 25, 2015	Discussion: Small Talk (response post)	11:59pm

Module 3 (9/26 – 10/16)

Due Date	Homework Title
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Tue Sep 29, 2015	Handwriting Characters - Correct Stroke Order	11:59pm
Wed Sep 30, 2015	Handwriting Characters - Numbers and Dates	11:59pm
Thu Oct 1, 2015	Audio Recording - Characters 1.6 Exercise 1 b	11:59pm
Fri Oct 2, 2015	Handwriting Characters - Characters 1.8 Exercise 3	11:59pm
Mon Oct 5, 2015	Translation - Characters 1 Lesson 1.9.1	11:59pm
Tue Oct 6, 2015	Audio Recording - Characters 1 Lesson 1.9.1 Reading	11:59pm
Wed Oct 7, 2015	Translation - Characters 1 Lesson 1.10.1 and 1.11.2 Readings	11:59pm
Mon Oct 12, 2015	Listening Practice: Bumping Into Acquaintances	11:59pm
Tue Oct 13, 2015	Discussion: Unit 1 Review	11:59pm
Wed Oct 14, 2015	Discussion: Unit 1 Review	11:59pm
Thu/Fri Oct 15-16, 2015	Midterm Exam	11:59pm
Wed Oct 21, 2015	Oral Synchronous Meeting 2	11:59pm

Module 4 (10/17 – 10/30)

Due Date	Homework Title
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Mon Oct 19, 2015	Knowledge Check: Nouns	11:59pm
Tue Oct 20, 2015	Knowledge Check: Adverbs	11:59pm
Wed Oct 21, 2015	<i>Oral Synchronous Meeting 2</i>	11:59pm
Thu Oct 22, 2015	Knowledge Check: Measure Words	11:59pm
Fri Oct 23, 2015	Audio Recording: Unit 2.3 Exercise 1	11:59pm
Mon Oct 26, 2015	Translation - Unit 2.4.3 Exercise 2	11:59pm
Tue Oct 27, 2015	Discussion: Opinions (initial post)	11:59pm
Wed Oct 28, 2015	Discussion: Opinions (response post)	11:59pm
Thu Oct 29, 2015	Listening Practice: Comparing 'This' and 'That'	11:59pm
Fri Oct 30, 2015	Skit Writing: Opinions	11:59pm

Module 5 (10/31 – 11/17)

Due Date	Homework Title	
Mon Nov 2, 2015	Knowledge Check: Sentence Final Particles	11:59pm
Tue Nov 3, 2015	Discussion: Lost Items (initial post)	11:59pm
Wed Nov	Discussion: Lost Items (response post)	11:59pm

4, 2015		
Thu Nov 5, 2015	Translation - Unit 2.5 Exercise 3	11:59pm
Fri Nov 6, 2015	Translation: Unit 2.6 Exercise 4 b	11:59pm
Tue Nov 10, 2015	Handwriting Characters - SVs and Pronouns	11:59pm
Wed Nov 11, 2015	Translation - Characters 1 Lesson 1.12.2 a	11:59pm
Fri Nov 13, 2015	Translation - Unit 2.7.5 Exercise 5	11:59pm
Mon Nov 16, 2015	Listening Practice: Whose Is This?	11:59pm
Tue Nov 17, 2015	Skit Writing: Identity	11:59pm
Wed Nov 18, 2015	Oral Synchronous Meeting 3	11:59pm

Module 6 (11/18 – 12/11)

Due Date	Homework Title	
Thu Nov 19, 2015	Translation - Unit 2.9 Exercise 6	11:59pm
Fri Nov 20, 2015	Discussion: Hometown	11:59pm
Mon Nov 23, 2015	Discussion: Hometown	11:59pm

Tue Nov 24, 2015	Knowledge Check - Miscellany	11:59pm
Mon Nov 30, 2015	Skit Writing: Making Suggestions	11:59pm
Tue Dec 1, 2015	Handwriting Characters - Action Verbs	11:59pm
Wed Dec 2, 2015	Translation: Characters 1.12.2 b	11:59pm
Fri Dec 4, 2015	Translation: Characters 2, Lesson 2.0	11:59pm
Tue Dec 8, 2015	Skit Writing: Getting off the plane	11:59pm
Wed Dec 9, 2015	Discussion: Final Review	11:59pm
Thu Dec 10, 2015	Listening Practice: At The Airport	11:59pm
Fri Dec 11, 2015	Discussion: Final Review	11:59pm
Wed Dec 16, 2015	Oral Synchronous Meeting 4 - Final Interview	11:59pm
Tue -Fri Dec 15-18, 2015	Final Exam	11:59pm

Note: The schedule is subject to change in the event of extenuating circumstances. You are expected to check announcements regularly and adhere to the established course deadlines.

Grading Policy

- **HOMEWORK** must be completed on time. Early submission is welcome. Late work may be

accepted with partial or full credit **with instructor's permission only**. Your communication is imperative for the instructor to consider the acceptance of your late work. The homework may include listening, speaking, reading and writing assignments.

- **INTERACTIVE CANVAS ACTIVITIES** are guided formative and summative activities of chapters from your textbook and may involve posts on the discussion board, group projects, etc., focusing on application of your newly acquired vocabulary, forms and functions in oral and written productions.
- **QUIZZES**. All quizzes will be multiple-choice in format. **No make-up quizzes will be given**, unless there is an extreme circumstance.
- **MIDTERM & FINAL EXAMS** are comprehensive assessments on your listening and reading comprehension skills.
- **GRADING SCALE:** The grading scale is as follows:

A 93 – 100 %	B+ 87-89.9 %	C+ 77-79.9 %	D+ 67-69.9 %
A- 90-92.9 %	B 83-86.9%	C 73-76.9 %	D 63-69.9 %
	B- 80-82.9 %	C- 70-72.9 %	D- 60-62.9%
			F Below 60%

Graded Course Activities

Discussions	154 points
Audio Recordings/ Listening Assignments	200 points
Handwritten Homework	122 points
Translations/ Skit Writing	424 points
Quizzes, Exams, and Knowledge Checks	197 points
Oral Synchronous Teacher Meetings	120 points

Total Points Possible: 1217

As you can see, the emphasis on this course is the weekly assignments, rather than the tests. In acquiring linguistic ability, it is more important to put in consistent daily effort than to study intensively for one day for a test.

Plagiarism

In this course, the use of sentences directly from a computerized translator is prohibited and considered as plagiarism. Automatic translators are not reliable and do not help develop the skills expected from this course. The use of electronic or traditional dictionaries is encouraged; however, you should generate your own composition.

Viewing Grades in Canvas

Points you receive for scored activities will be posted to the Canvas Grade Book. Click on the My Grades link in the course menu to view your assignment scores.

Grade Posting Policy

In general, you should expect to receive feedback on assignments within 48 hours of submission. Exceptions to this will be noted in the course announcements in Canvas.

Assignment Submission

All assignments for this course will be submitted electronically through Canvas unless otherwise instructed.

Late Work/Make-Up Work

Complete all assignments by the posted deadlines. All the assignments and projects are carefully sequenced and require you to work daily. Contribution from all participants is crucial in an online course. Contact the instructor if you have difficulties completing your assignments or projects immediately so you get assistance necessary to complete your work on time.

Incomplete Policy

Read **Incomplete Work – Undergraduates**

<http://www.xavier.edu/registrar/facultyandstaff/Grading-Scales.cfm>

Course Policies/Guidelines

Netiquette

The discussion boards are created to provide an opportunity for students to actively engage in meaningful conversation on a particular topic or issue. You are encouraged to provide your honest viewpoint, but be respectful of the views of your classmates.

Do's

1. Do use correct grammar and spelling.
2. Do read the prompt, reflect on what you would like to say, and review what you've written before posting!
3. Do respect the privacy, beliefs, and opinions of your classmates.
4. Do challenge each other's ideas but not each other personally.
5. Do remember to treat others as you would want to be treated.
6. Do stick to the discussion prompt at hand when posting to a forum.
7. Do use humor and sarcasm carefully. Students cannot see your facial expressions or hear any voice inflections.

Don'ts

1. Don't type in ALL CAPS. This is regarded as shouting.
2. Don't rant or flame. This is not the place to vent your anger or start a fight.

3. Don't make inappropriate comments. Objectionable, sexist, or racist language will not be tolerated.

In the discussion forums you will post assignments and discuss your work with others in the class or in your groups. These are public forums, so whatever is posted can be seen by everyone in the course, including the instructors. If you want to send a private message, use individual email. The Class Lounge discussion forum is a public space for conversation with your classmates on any topic or question.

Academic Support

Learning Assistance Center

The [Learning Assistance Center](#) (LAC) provides support services to facilitate learning. The LAC has two main purposes: tutoring and disability services. The tutoring services include subject specific tutoring, drop-in sessions, study skills assistance, and Supplemental Instruction (SI). For students with documented disabilities, services include accommodations such as extended time on exams, reduced distraction testing environment, note-taking assistance, and assistive technology. Services are provided in a positive and encouraging environment, which promotes appreciation for diversity and *cura personalis*. Students in an online course can contact the LAC at (513) 745-3280 to set up an appointment. The LAC is located in the Conaton Learning Commons room 514. <http://www.xavier.edu/lac/>

Writing Center

The [Writing Center](#) offers free one-on-one tutoring on writing assignments for all Xavier students. Students in an online course can contact the Center at (513) 745-2875 to set up an appointment. Sessions can be conducted in multiple ways, including discussions by phone and by email at writingcenter@xavier.edu. The Writing Center is located in the Conaton Learning Commons room 400. <http://www.xavier.edu/writingcenter/>

Mathematics Tutoring Lab

The [Mathematics Tutoring Lab](#) offers mathematics tutoring for all Xavier students. Students in an online course can contact the Lab at (513) 745-3069 to set up an appointment. The Mathematics Tutoring Lab is located in the Conaton Learning Commons room 419. <http://www.xavier.edu/mathematics/Math-Lab.cfm>

University Policies

Academic Honesty Policy

The pursuit of truth demands high standards of personal honesty. Academic and professional
Xavier University

life requires a trust based upon integrity of the written and spoken word. Accordingly, violations of certain standards of ethical behavior will not be tolerated at Xavier University. These include theft, cheating, plagiarism, unauthorized assistance in assignments and tests, unauthorized copying of computer software, the falsification of results and material submitted in reports or admission and registration documents, and the falsification of any academic record including letters of recommendation. All work submitted for academic evaluation must be the student's own. Certainly, the activities of other scholars will influence all students. However, the direct and unattributed use of another's efforts is prohibited, as is the use of any work untruthfully submitted as one's own.

Copyright Policy

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Students with Disabilities

Any student who feels he/she may need an accommodation based on the impact of a documented disability should notify the course instructor and contact Cassandra Jones in the Learning Assistance Center at 513-745-3280 or e-mail jonesc20@xavier.edu to coordinate reasonable accommodations.