**Teaching Staff**
Instructor: Reiko Hashimoto  
Phone: 346-4009  
Email: rhashimo@oregon.uoregon.edu  
GTFs:  
Kaori Idemaru  
Phone: 326-4087  
Email: kidemaru@darkwing.uoregon.edu  
Tomoko Takeda  
Phone: 346-4087  
Email: ttakeda@darkwing.uoregon.edu

**Office Hours**  
TBA & by appointment (FR313)

**Study Materials**  
JPN 302 Packet  
Japanese For You (Ohso and Koyama)  
Japanese For You audio tapes (available at the Yamada Language Center)  
JPN 302 Packet audio tapes  (available at the Yamada Language Center)

**References**  
Japanese For You  
A Dictionary of Basic Japanese Grammar (Makino & Tsutsui)  
A Dictionary of Intermediate Japanese Grammar (Makino & Tsutsui)  
Kodansha’s Furigana Japanese-English Dictionary  
Kodansha's Compact Kanji Guide  
(These books/dictionaries are on reserve at the Knight Library.)

**Useful Website**  
http://www.sla.purdue.edu/fll/JapanProj/  
http://dictionary.goo.ne.jp/cgi-bin/jp-top.cgi (DICTIONARY)  
http://web.spruce.pl/~jwb/wwwjdic.html (DICTIONARY)

**Course Description**  
As in JPN 301, the focus of this course is on the development of all four skills (speaking, listening, reading, and writing) as well as understanding of culture. This course also emphasizes authentic learning. Again we will invite native speakers of Japanese to class (Japanese Hour) to practice what you have learned. In JPN 302, you will study new grammar as well as review grammar that you have learned. Additionally, you will learn more vocabulary and communication skills that you will need for everyday life in Japan.

Most of the time, this course is conducted in Japanese, and **students are expected to use only Japanese during the class.**

**Course Objectives**  
Having completed the requirements of JPN 303, you should be able to:  
-describe happenings in everyday life  
talk about your experiences and what you like and dislike  
-use appropriate speech styles in different situations  
-speak in a short paragraph level with appropriate conjunctions  
-actively conduct a conversation  
-pick up important information from authentic materials  
-distinguish the difference between the written language and spoken language  
-understand everyday culture in Japan
Contents to be covered
Lesson 4: Requests
Lesson 5: Rules and Instructions
Lesson 6: Telephoning
Lesson 7: Predictions

Grading
Participation 10%  A+ = 97-100  A = 93-96  A- = 90-92
Homework 15%  B+ = 87-89  B = 83-86  B- = 80-82
Quizzes 15%  C+ = 77-79  C = 73-76  C- = 70-72
Writing 15%  D+ = 67-69  D = 63-66  D- = 60-62
Oral Performance 15%  F = 0 - 59
Mid-term exam 15%
Final exam 15%

Attendance/Participation Policy
Because of the accumulative nature of language learning, it is essential that students keep up with course work on a daily basis and attend all classes. You are expected to notify your instructor before the beginning of class that you will be absent due to illness or unavoidable business. If you cannot do so before the class due to an unpredictable matter, submit an official document which can prove that it was unavoidable. You will not be allowed to make up missed homework and quizzes if you miss this procedure. You can call or e-mail your instructor. If you know ahead of time that you will be unable to attend class, you are encouraged to turn your homework in early. Keep in touch with your instructor if you have any problems attending class.

It is considered to be “late” if you are 5 minutes late, and 3 late’s are treated as 1 absence. Inform your instructor/GTF of the reason of your absence if you have a legitimate reason.

Participation will be checked in every class. That means you will not be considered to be present if you are not participating in class, i.e., doing homework in class, studying other subject in class, etc.

The reason for your absence should be legitimate such as ”illness.” (Submit a doctor’s note.) The following reasons are not acceptable: I overslept; I need to pick up my friend at the airport; I need to go to a bike shop to fix my bike, etc.

Attend the section you have registered for. You are not allowed to switch the section without permission from the instructor.

Homework
Homework will be corrected but not graded. You will be asked to turn in your homework to your instructor/GTF at the beginning of class. (See JPN 302 schedule.) No late homework is accepted for credit. If you notify your instructor before the beginning of class that you will be absent due to illness or unavoidable business, you will be allowed to hand in your homework on the day that you return to class.

If a major part of the assignment is incorrect, you will be given a “redo,” which will be a half credit. To receive the whole credit, you must hand it in corrected by the next class or else contact your instructor to get extra instruction.

You can submit your homework in advance and get credit even though you don’t have a legitimate reason for your absence. (Note: You don’t get credit for your attendance.)

Please write your NAME, CLASS TIME (1:00/2:00/3:00), and SECTION (A/B) on your homework and paper to submit.
Quizzes
You will have quizzes to test your understanding of the work that you have done in class. It may include reading, writing, and grammar that has been covered. (See JPN 302 schedule.)

Japanese Hour
As in JPN 301, we invite native speakers of Japanese, and through face-to-face communication with them you practice what you have learned in class. You are to use as many grammar structures and vocabulary words that you have learned as possible. You will submit a work sheet prepared by the instructor. The work sheet will be counted as homework. (See JPN 302 schedule.)

Oral Performance
At the end of each lesson (except Lesson 7) there will be a role-play exercise that will be graded on the basis of oral performance, emphasizing communicative skills but also taking into account accuracy and fluency. (See JPN 302 schedule.)

Mid-term Exam/Final Exam
You will have two-hour midterm and final exams. These will test your abilities in listening comprehension, grammar, vocabulary/kanji, reading, and writing within the context of what has been done in class. (See JPN 302 schedule.)

We will keep graded midterm and final exams. Contact the instructor if you would like to see your exams.

No Early Exams/Quizzes
There will be no early exam/quiz. (Please buy a plane ticket after you make sue of the final exam date.) All students are expected to take the quizzes and the exams on the scheduled date and time. Students who have a conflict with the final exam must notify your instructor before 3/1 (F) by submitting your final week’s schedule. Late final exam will be allowed ONLY in the case of conflicting exam schedules.

Make-Up Exams/Quizzes
You can take a make-up exam/quiz if you have a legitimate reason. Inform your instructor of the reason in advance or immediately after your absence. (The instructor reserves the right to judge whether to allow work to be made up or not.) You are to take your makeup within a week after you return to class. It is your responsibility to set up a make-up test.

No Incomplete or “Y” Grades
All students will take this class for a grade or pass/non-pass without the option of receiving an incomplete. If you are unable to continue for any reason, you must formally withdraw or else you will be given an “F.”

Expectations of Students
Since third year Japanese is no longer a part of the language requirement, it is assumed that students are highly motivated in learning Japanese both in class and outside of class.

- Attend class everyday on time.
- Spend an extensive amount of time and energy on preparation and review.
- Write neatly. Use a sharp pencil and erase carefully. Learn to pay close attention to detail.
- Do not use the cursive forms of writing (for students who already know Chinese characters).
- Observe basic classroom rules.
- Show consideration towards your instructor/GTF and classmates.

It is your responsibility to get any information or handouts that may have been given in class while you were absent.

Keep in touch with your instructor if you have any problems.
If you have a documented disability and anticipate needing accommodations in this course, please make arrangements to meet with the instructor soon. Please request that the Counselor for Students with Disabilities send a letter verifying your disability.

Don’t hesitate to say わかりません. Feel free to stop us if you don’t understand. If you have any question/concern, ask the instructor/GTFs. Don’t wait until the last minute!!

がんばりましょう！！