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## **HCDE 461: Japanese for Technical and Business Professions I**

Instructor: Masashi Kato  
Quarter/Year: Autumn 2012  
Course Schedule: Mondays, Wednesday and Fridays; 9:00-10:20AM

### **Course Description**

This course and the two subsequent courses (HCDE 462 and HCDE 463) constitute the “Japanese for Technical and Business Professions” sequence. In this course, students review and strengthen their basic knowledge of grammar, vocabulary and kanji and apply this to reading authentic materials on technology-related topics. Skills to analyze sentence structures for accurate interpretation are taught. Students also learn functional conversation skills, both verbal and non-verbal, and apply this to technical and business communication situations. Students also learn the cultural concepts underlying these situations.

### **Course Objectives**

- To review and strengthen basic grammar, vocabulary and kanji
- To increase reading accuracy
- To expand vocabulary and kanji
- To develop functional conversation skills in basic technical and business communication situations
- To understand the cultural concepts underlying these situations
- To become able to control speech levels in these situations
- To become able to make short speeches and reports effectively

### **Grading and Assignments**

<b>Assignment</b>	<b>% of Grade</b>
Midterm examination	25%
Final examination	25%
Quizzes	15%
• Make-up allowed only for an excused absence	
Homework and assignments	20%
• 60% of credit given for a late assignment	
Classroom performance	15%
• Group work participation (including discussion)	
• Mastery check of model dialogues	
• Role plays and simulations	
• Short speeches and presentations	

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## Course Schedule

Week 1
<p><b>Monday</b> Introduction to HCDE 461: syllabus, goals, rules, and tips to success Warm-up activities: Self-introduction</p>
<p><b>Wednesday</b> In-class diagnostic check: Listening comprehension (JLPT Level 1, Part 1) Grammar review (sentence structure, noun modification)</p>
<p><b>Friday</b> In-class diagnostic check: Short speech – audio recording Grammar review (sentence structure, noun modification)</p> <p><b>Due Sunday (11:00 p.m.):</b> Essay (1) “Japanese Language and I”</p>
Week 2
<p><b>Monday</b> Reading: RAM and ROM Oral: <i>Taigu Hyogen. Keigo verb variations</i> (sonkei form and kenjo form) Grammar: Reading strategies (<i>Scope and Skeleton</i>)</p> <p><b>Due today:</b> Study Questions (1-1)</p>
<p><b>Wednesday</b> Reading: RAM and ROM Oral: <i>Taigu Hyogen. Keigo verb variations</i> (sonkei form and kenjo form) Grammar: Reading strategies (<i>Scope and Skeleton</i>)</p> <p><b>Due today:</b> Study Questions (1-2)</p>
<p><b>Friday</b> Reading: RAM and ROM Oral: <i>Taigu Hyogen. Keigo verb variations</i> (sonkei form and kenjo form) Grammar: Reading strategies (<i>Scope and Skeleton</i>)</p> <p><b>Due Sunday (11:00 p.m.):</b> Revision of essay (1) “Japanese Language and I”</p>

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<b>Week 3</b>
<p><b>Monday</b> Reading: "Spoken Language and Japanese People" (pgs. 63-68) Oral: Conversation strategies (<i>Aizuchi</i>), keigo drills</p> <p><b>Due today:</b> Mastering LP dialogues – <i>Aizuchi (Math Test and Computer Game)</i> <b>Due today:</b> Study Questions (2)</p>
<p><b>Wednesday</b> Reading: "Spoken Language and Japanese People" (pgs. 63-68) Oral: Switching speech levels, keigo drills</p>
<p><b>Friday</b> Reading: "Spoken Language and Japanese People" (pgs. 63-68) Unit Quiz (1) Oral: Switching speech levels, keigo drills</p>
<b>Week 4</b>
<p><b>Monday</b> Reading: Newspaper articles related to the unit theme Oral: <i>First-time Greeting</i> (model dialogues)</p> <p><b>Due today:</b> Mastering LP dialogues – <i>1st-time greeting.party</i> (Birkland and Kato)</p>
<p><b>Wednesday</b> Reading: Newspaper articles related to the unit theme Oral: <i>First-time Greeting</i> (role plays)</p> <p><b>Due today (11:00 p.m.):</b> Essay (2) "Speaking to Whom?"</p>
<p><b>Friday</b> Unit Quiz (2) Reading: Newspaper articles related to the unit theme Oral: <i>First-time Greeting</i> (role plays)</p>

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<b>Week 5</b>
<p><b>Monday</b> Reading: Reproduction Science (pgs. 158-159) Oral: <i>First-time Greeting</i> (role plays)</p> <p><b>Due today:</b> Study Questions (3-1)</p>
<p><b>Wednesday</b> Reading: Reproduction Science (pgs. 158-159) Oral: Videotaping First-time greeting performance <i>Advice</i> (model dialogues)</p> <p><b>Due today:</b> Mastering LP dialogues – <i>Advice.wedding present</i> (Student) <b>Due today (11:00 p.m.):</b> Revision of essay (2) "Speaking to Whom?"</p>
<p><b>Friday</b> Unit Quiz (3) Reading: Reproduction Science (pgs. 158-159) Oral: <i>Advice</i> (role plays)</p> <p><b>Due today:</b> Study Questions (3-2)</p>
<b>Week 6</b>
<p><b>Monday</b> Reading: Newspaper articles related to the unit theme Oral: Role plays using the functions learned in the first half of this quarter</p>
<p><b>Wednesday</b> Reading and Oral: Review and drills for Midterm Examination Discussion: "How far should reproduction science advance - ethics?"</p>
<p><b>Friday</b> Midterm Examination (9:00 – 10:20)</p> <p><b>Due Sunday (11:00 p.m.):</b> Essay (3) "My opinions on reproductive science"</p>

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<b>Week 7</b>
<p><b>Monday</b> Reading: Communication in IT Age (pgs. 2-11) Oral: <i>Taigu Hyogen</i> (non-verb expressions)</p> <p><b>Due today:</b> Study Questions (4-1)</p>
<p><b>Wednesday</b> Reading: Communication in IT Age (pgs. 2-11) Oral: <i>Taigu Hyogen</i> (non- verb expressions)</p>
<p><b>Friday</b> Reading: Communication in IT Age (pgs. 2-11) Oral: <i>Taigu Hyogen</i> (non- verb expressions)</p> <p><b>Due Sunday (11:00 p.m.):</b> Revision of essay (3) "My opinions on reproductive science"</p>
<b>Week 8</b>
<p><b>Monday</b> No school - Veteran's Day</p>
<p><b>Wednesday</b> Reading: Newspaper articles related to the unit theme Oral: <i>Request</i> (role plays) Discussion: "Do I really need a cell phone in my life?"</p> <p><b>Due today:</b> Mastering LP dialogues – <i>Requesting.not now but later</i> (Imai and Kacho) <b>Due today:</b> Study Questions (4-2)</p>
<p><b>Friday</b> - at HCDE Computer Lab Unit Quiz (4) Reading: Newspaper articles related to the unit theme Oral: <i>Request</i> (role plays)</p>

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<b>Week 9</b>
<p><b>Monday</b> Reading: Japanese Education Reform (#1 and 2) Comprehension Check (#1 and 2) Oral: <i>Permission</i> (model dialogues)</p> <p><b>Due today:</b> Mastering LP dialogues – <i>Permission.May I use your computer?</i> (both)</p>
<p><b>Wednesday</b> Reading: Japanese Education Reform (#3 and 4) Comprehension Check (#3 and 4) Oral: <i>Permission</i> (role plays)</p>
<p><b>Friday</b> No school - Thanksgiving Break</p>
<b>Week 10</b>
<p><b>Monday</b> Unit Quiz (5) Reading: Japanese Education Reform (review #1-4) Oral: <i>Permission</i> (role plays)</p>
<p><b>Wednesday</b> Reading: Japanese Education Reform (#5 and 6) Comprehension Check (#5 and 6) Oral: <i>Oral Presentation</i></p> <p><b>Due today:</b> Study Questions (5)</p>
<p><b>Friday</b> Reading: Newspaper articles related to the unit theme Oral: Oral presentation practice and preparation Discussion: "My opinions on Japanese education system "</p>

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<b>Week 11</b>
<b>Monday</b> Unit Quiz (6) Oral presentation
<b>Wednesday</b> Oral presentation Reading and Oral: Review and drills for Final Examination Course evaluation
<b>Friday</b> Final Examination (9:00 – 10:20)