HCDE 561: Advanced Japanese for Technical and Business Professions 1

Instructor: Michio Tsutsui
Quarter/Year: Autumn 2012
Course Schedule: Tuesdays and Thursday; 12:30-1:50PM

Course Description
This course and the subsequent courses (HCDE 562 and 563: Advanced Japanese for Technical and Business Professions 2 and 3) constitute the second-year sequence of Japanese for Technical and Business Professions. HCDE 561 focuses on reading, speaking, and writing. Students develop advanced language skills necessary to perform professional tasks through a variety of class activities and homework assignments, including reading journal articles and web news, discussion, oral reports, translation, interviewing, emailing, and other writing assignments. The class is conducted entirely in Japanese.

Course Objectives
Reading:
- Expand general vocabulary and common technical/business vocabulary.
- Develop skills to grasp main points accurately.
- Develop skills to grasp paragraph structures.
- Improve accuracy in comprehension.

Speaking:
- Develop oral reporting skills.
- Improve the control of formal language (keigo).

Writing:
- Learn the basics of formal email writing.
- Develop skills to write short reports.

Grading and Assignments

<table>
<thead>
<tr>
<th>Assignment</th>
<th>% of Grade</th>
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<tbody>
<tr>
<td>Unit tests (x 3)</td>
<td>30%</td>
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<tr>
<td>Reading comprehension questions</td>
<td>30%</td>
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<tr>
<td>Paragraph translation (x 3)</td>
<td>5%</td>
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<tr>
<td>Oral reports and self-reviews (x 3)</td>
<td>15%</td>
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<tr>
<td>Interview and a written report</td>
<td>10%</td>
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<tr>
<td>Essay and emails (x 2)</td>
<td>5%</td>
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<tr>
<td>Contribution to class activities</td>
<td>5%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>100%</td>
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Note: This syllabus may represent a past offering of this course and future course offerings may differ.

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<thead>
<tr>
<th>Course Schedule</th>
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<tbody>
<tr>
<td><strong>Day</strong></td>
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<tr>
<td><strong>Week 1</strong></td>
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</table>
| Tuesday | Warm-up and Course introduction  
Introduction to Unit 1 | Comprehension Qs 1-1 |
| Thursday | **Unit 1 (ホームレス・マネー)**  
Vocab/phrase check  
Discussion on Comprehension Qs 1-1  
Useful expressions 1-1 | Comprehension Qs 1-2  
Translation 1 |
| **Week 2** |  |
| Tuesday | Comprehension Qs 1-2  
UE 1-2  
Vocab/phrase check | Comp. Qs 1-3 |
| Thursday | Review of Translation 1  
Comp Qs 1-3  
UE 1-3  
Unit Review |  |
| **Week 3** |  |
| Tuesday | On Oral report  
**Unit Test 1** | Preparation for Oral report 1 |
| Thursday | Oral report 1  
Writing emails in Japanese | Oral report self-review  
Email 1 |
| **Week 4** |  |
| Tuesday | **No class** | (A special assignment will be given.) |
| Thursday | Discussion on the special assignment  
Review of email 1  
On Interview assignment | Comp Qs 2-1  
Email 1 rewrite |
| **Week 5** |  |
| Tuesday | **Unit 2 (G 空間サービス)**  
Vocab/phrase check  
Comp Qs 2-1  
UE 2-1 | Comp Qs 2-2 |
| Thursday | Comp Qs 2-2  
UE 2-2  
Vocab/phrase check | Comp Qs 2-3 |
| **Week 6** |  |
| Tuesday | Comp Qs 2-3  
How to interview | Translation 2 (due Wed. 1:00 p.m.) |
### Week 7

**Thursday**
- Review of Translation 2
- UE 2-3
- Review of 敬語
- Preparation for Oral report 2
- Email 2

### Week 8

**Tuesday**
- Oral report 2
- Oral report 2 self-review

**Thursday**
- Review of email 2
- Sight reading
- Unit review
- Email 2 rewrite

**Week 8**

**Tuesday**
- **Unit Test 2**
- Intro to Unit 3
- Comp Qs 3-1

**Thursday**
- **Unit 3 (がんとテクノロジー)**
- Vocab/phrase check
- Comp Qs 3-1
- UE 3-1
- Comp Qs 3-2

### Week 9

**Tuesday**
- Comp Qs 3-2
- UE 3-2
- Vocab/phrase check

**Thursday**
- **No Class**

### Week 10

**Tuesday**
- Comp Qs 3-3
- UE 3-3
- Grammar review
- Translation 3 (due Wed. 1:00 p.m.)

**Thursday**
- Review of Translation 3
- Sight Reading
- Unit Review
- Preparation for Oral report on Interview

### Week 11

**Tuesday**
- Oral report on Interview
- Comments and discussion

**Thursday**
- Course review