



Faculty of Arts
School of Languages, Linguistics, Literatures and Cultures

CHIN301
Continuing Chinese I
Fall 2020
Lectures: MWF 14:00 - 14:50
Lab: T 14:00 - 14:50
Web-Based Course

COURSE OUTLINE

INSTRUCTOR'S NAME: Wei Cai

OFFICE HOURS: Monday 13:00- 14:00 by email

E-MAIL: wcai@ucalgary.ca I will respond to e-mails within 48 hours during weekdays.

DESCRIPTION

Further acquisition of Chinese characters, and the development of conversational skills through reading and discussion of selected Chinese texts. Structural analysis of normal speech patterns. Preparation of written assignments. A continuation of Chinese 207.

REQUIRED COURSE MATERIALS

1. Integrated Chinese, Level 1, Part 2/ Textbook (Cheng & Tsui Company) ISBN: 9780887276705
2. Integrated Chinese, Level 1, Part 2/ Workbook (Cheng & Tsui Company) ISBN: 9780887276743

RECOMMENDED COURSE MATERIALS

3. Integrated Chinese, Level 1, Part 2/ Textbook and Workbook Audio CD set (Cheng & Tsui Company) ISBN: 9780887276774
4. Integrated Chinese, Level 1, Part 2/ Character Workbook (Cheng & Tsui Company, Inc.) ISBN: 9780887276767
5. A Chinese/English-English/Chinese dictionary

TECHNOLOGY REQUIREMENTS FOR STUDENTS

- A computer with a supported operating system, as well as the latest security, and malware updates.
- A current and updated web browser.
- Webcam/Camera (built-in or external).
- Microphone and speaker (built-in or external), or headset with microphone.
- Current antivirus and/or firewall software enabled.
- Stable internet connection



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COURSE NOTES

- Students are required to be online at scheduled time.
- Use D2L for submission of course assignments and assessments. Each file will be named with the student first and last name. Please keep the confirmation of submission when uploading your file to the D2L drop box.
- Your university email will be used to correspond regarding this course.
- D2L will be used to distribute information. It is the students' responsibility to check all course related information on D2L.
- Regular attendance is expected. It is the students' responsibility to inquire on all the information they missed during their absences.
- Tests and timed assessments are to be completed online. Each review test is 50 minutes in length and conducted online. Students can have 75 minutes to complete.
- Technology requirements for reviewed tests are a computer, webcam/camera, and stable internet connection.
- Please let your instructor know immediately if you cannot meet the deadlines specified, so that the Instructor can work with you to consider alternative dates/assessments.
- A deduction of 10% of the mark will be applied for a late assignment each day; an assignment will not be accepted after three days from the due day.
- Students may be required to complete different requirements if the assessment of their language backgrounds shows that this is appropriate.
- If you have any questions related to this course, please send an e-mail to the instructor, or use office hour.
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ASSESSMENT

- I. Oral Work (20%) (*notes allowed, but not recommended*)
 - Group oral performance (7%)
 - Individual speech (7%)
 - Interview (6%)
- II. Written Work (25%)
 - Take-home composition (7%) (*open-book composition, no electronic devices allowed*)
 - In-class composition (7%) (*open-book composition, no electronic devices allowed*)
 - Lab assignments (8%) (*open-book assignments*)
 - Workbook assignments (3%) (*open-book assignments*)
- III. Tests (40%)
 - Five tests – one test for each lesson (*no resources allowed*)
- IV. Quizzes (15%)

Dates are randomly selected without notification. (*no resources allowed*)

There will be five online tests in this course (to be set up in D2L). The dates for the tests are September 25, October 13, October 30, November 20 and December 7. The tests will be designed to be completed during the duration of the class time (e.g. a 50-minute class would have a test designed to take no longer than 50-minutes to complete). Students will have the option to start the quiz at a time that best suits their situation within a 24-hour time period.



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GRADING SCALE

A+: 96-100	A: 92-95	A-: 88-91	B+: 83-87	B: 78-82	B-: 73-77
C+: 70-72	C: 65-69	C-: 60-64	D+: 55-59	D: 50-54	F: 0-49

INTEGRITY AND CONDUCT

All members of the University community have a responsibility to familiarize themselves with the Statement on Principles of Conduct, and to comply with the University of Calgary Code of Conduct and Non-Academic Misconduct policy and procedures (available at: <http://www.ucalgary.ca/pubs/calendar/current/k.html>).

Academic misconduct

1. **Plagiarism** is a serious offence, the penalty for which is an F on the assignment and possibly also an F in the course, academic probation, or requirement to withdraw. Plagiarism exists when:

- a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test);
- b) parts of the work are taken from another source without reference to the original author;
- c) the whole work (e.g., an essay) is copied from another source, and/or
- d) a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved.

While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted."

Plagiarism occurs not only when direct quotations are taken from a source without specific acknowledgement but also when original ideas or data from the source are not acknowledged. A bibliography is insufficient to establish which portions of the student's work are taken from external sources; footnotes or other recognized forms of citation must be used for this purpose.

2. **Cheating** at tests or examinations includes but is not limited to dishonest or attempted dishonest conduct such as speaking to other candidates or communicating with them under any circumstances whatsoever; bringing into the examination room any textbook, notebook, memorandum, other written material or mechanical or electronic device not authorized by the examiner; writing an examination or part of it, or consulting any person or materials outside the confines of the examination room without permission to do so, or leaving answer papers exposed to view, or persistent attempts to read other students' examination papers.

3. **Other academic misconduct** includes, but is not limited to, tampering or attempts to tamper with examination scripts, class work, grades and/or class records; failure to abide by directions by an instructor regarding the individuality of work handed in; the acquisition, attempted acquisition, possession, and/or distribution of examination materials or information not authorized by the instructor; the impersonation of another student in an examination or other class assignment; the falsification or fabrication of clinical or laboratory reports; the non-authorized tape recording of lectures.

4. Any student who voluntarily and consciously aids another student in the commission of one of these offences is also guilty of academic misconduct.

INTELLECTUAL PROPERTY AND COPYRIGHT LEGISLATION

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may not be reproduced, redistributed or copied without the explicit consent of the instructor. All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf>) and requirements of the Copyright Act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.



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FREEDOM OF INFORMATION AND PRIVACY (FOIP) ACT

Graded assignments will be retained by the Department for three months and subsequently sent for confidential shredding. Final examinations will be kept for one calendar year and subsequently sent for confidential shredding. Said material is exclusively available to the student and to the department staff requiring to examine it. Please see <https://www.ucalgary.ca/legalservices/foip> for complete information on the disclosure of personal records.

ACADEMIC ACCOMMODATIONS

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at: <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>.

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities (<https://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities.pdf>.)

Students needing an Accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their Instructor or the Department Head/Dean or to the designated contact person in their Faculty.

FACULTY OF ARTS PROGRAM ADVISING AND STUDENT INFORMATION RESOURCES

Have a question, but not sure where to start?

The Arts Students' Centre is the overall headquarters for undergraduate programs in the Faculty of Arts. The key objective of this office is to connect students with whatever academic assistance they may require.

In addition to housing the Associate Dean (Undergraduate Programs and Student Affairs) and the Associate Dean (Teaching, Learning & Student Engagement), the Arts Students' Centre is the specific home to:

- Program advising
- Co-op Education Program
- Arts and Science Honours Academy
- Student Help Desk

Location: Social Sciences Room 102

Phone: 403-220-3580

Email: ascarts@ucalgary.ca

Website: arts.ucalgary.ca/undergraduate.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK [7625] or visit them at the MacKimmie Block.

Contacts for the Students' Union Representative for the Faculty of Arts: arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca, arts4@su.ucalgary.ca.

INTERNET AND ELECTRONIC COMMUNICATION DEVICES

Devices such as laptops, palmtops and smartbooks are allowed provided that they are used exclusively for instructional purposes and do not cause disruption to the instructor and to fellow students. Cellular telephones, blackberries and other mobile communication tools are not permitted and must be switched off.

SUPPORT AND RESOURCES

Links to information that is not course-specific related to student wellness and safety resources can be found on the Office of the Registrar's website: <https://www.ucalgary.ca/registrar/registration/course-outlines>.