

1 UTD Chinese Program – CHIN 1312 – Course Information, policies and syllabi

2017 SUMMER STUDY ABROAD

The Confucius Institute at the University of Texas at Dallas is pleased to announce a 3-week study abroad program from May 27-June 17, 2017 in Nanjing, China. The program is co-organized by CI@UT Dallas and its partner university in South East University. It is sponsored by the Confucius Institute Headquarters (Hanban). For more information, please go to <https://www.utdallas.edu/ah/confucius/resources/china-study-program/>.

COURSE DESCRIPTION AND OBJECTIVES

Welcome to Chinese 1312, the second of a two-course elementary Chinese language and culture sequence at the University of Texas at Dallas. This course continues to emphasize spoken Chinese for students to gain listening comprehension and verbal communication skills with more extensive vocabulary and sentence patterns. Meanwhile, students will continue to learn high-frequency characters in areas of immediate needs and bring the total number of characters to around 450. They will be able to identify these characters and use them in simple, meaningful sentences. Class will be conducted in vocabulary learning, pattern drills, dialogue practice, role-plays and group projects. By the end of the semester, students who successfully complete the course will be able to:

- Demonstrate the ability to understand simple conversational Chinese and construct their own dialogues in given situation.
- Write 450 characters and read them in meaningful context.
- Analyze basic grammatical structures and apply them in speech and sentence writing.
- Develop a deeper understanding of the diverse aspects of societies and cultures in Chinese-speaking areas of the world.
- Simplified character and Mandarin Chinese will be taught in UTD's Chinese courses.

ELIGIBILITY: Chin 1311 or same level of language proficiency

REQUIRED MATERIALS

- Textbook: Integrated Chinese 《中文听说读写》, Level 1 Part 1, 3rd edition (simplified)
- Workbook: Integrated Chinese 《中文听说读写》, Level 1 Part 1, 3rd edition (simplified)
- Character Workbook: Integrated Chinese 《中文听说读写》, Level 1 Part 1, 3rd edition (simp. and trad.)
- More learning materials online at <https://www.cheng-tsui.com/browse/integrated-chinese>

* Students can purchase the e-textbook, however, in order to practice the Chinese character writing, students MUST use the paper workbooks. E-workbook is NOT accepted in this course.

DISABILITY ACCOMMODATION

Students who wish to request disability accommodations in this class should present the written notification to the [Office of Student AccessAbility \(OSA\)](#). Students are encouraged to submit documentation 4-6 weeks in advance, and are invited to contact the Office for a confidential discussion.

USE OF E-LEARNING

Detailed syllabus, homework, assignments, grades report & other learning materials will be provided through e-learning, please go to: <http://www.utdallas.edu/elearning/>, use your NETID and password to log in.

*ELearning Support Center: <http://www.utdallas.edu/elearninghelp> or call 1-866-588-3192.

USE OF E-MAIL

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel.

2 UTD Chinese Program – CHIN 1312 – Course Information, policies and syllabi

The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

*UT Dallas Information Resources Help Desk: assist@utdallas.edu or call 972-883-2911.

GRADING SCALE AND GRADE DISTRIBUTION

Your grade will be calculated according to the following scale. Please note that grades are not curved.

Percentage	Letter Grade	Grade Distribution	100pts
97-100	A+	Attendance	16%
93-96	A	10 Quizzes	20% (2% each)
90-92	A-	5 Homework	10% (2% each)
86-89	B+	1 st Composition	5%
83-85	B	Oral Homework	10%
80-82	B-	2 nd Composition	5%
76-79	C+	Final Oral Presentation	10%
73-75	C	Midterm Written Exam (Lesson 6-8)	9%
70-72	C-	Final Written Exam (Lesson 6-10)	15%
66-69	D+		
63-65	D		
60-62	D-		
Under 60	F		

A note on incompletes: as per university policy, incomplete grades may be given, at the discretion of the instructor of record for a course, when a student has completed at least 70% of the required course material but cannot complete all requirements by the end of the semester. An incomplete course grade (grade of 'I') must be resolved completed within the time period specified by the instructor, not to exceed eight (8) weeks from the first day of the subsequent long semester. Upon completion of the required work, the symbol 'I' may be converted into a letter grade (A through F). If the grade of Incomplete is not removed by the end of the specified period, it will automatically be changed to F.

PARTICIPATION & ORAL CLASSWORK

Since regular oral practice is essential for improving proficiency in a foreign language, daily attendance and active participation are necessary for your success in Chinese 1311. Your instructor will evaluate your attendance and in-class oral coursework during the semester, and your grade will be 0.4pt per hour (40 hours in total), for a total of 15 possible points. During the semester, you are allowed to have 3 unexcused absences.

Level of participation and attendance	Grade
Uses Chinese often, exhibits excellent, cooperative behavior; does not arrive late or leave early.	0.4pt
Present in class, average participation, arrives late or leaves early (less than 15 minutes).	0.3pt
Present in class, yet does not participate; late arrival or early departure of 15 minutes or more.	0.1pt

ABSENCES AND ATTENDANCE POLICY

The 3 cases explained below are considered authorized absences:

- Absence due to participation in a sponsored activity/event:* Absences due to participation in sponsored activities/events (i.e.: academic field trips, approved concert, performance, athletic event, etc.) must be approved **in advance** by the instructor. Also, you must obtain the appropriate documentation from the sponsoring unit for presentation to your instructor within 5 working days after the absence.
- Absence for Religious Holy Days:* The University of Texas at Dallas will excuse a student from class or other required activities for the observance of a religious holy day (including travel time) for a religion whose places of worship are exempt from property tax under Section 11.20, of the Texas Tax Code. Students must notify the instructor as soon as possible regarding the absence, preferably in advance of the assignment.
- Absence due to illness, family emergency, etc. :* Absence due to illness, death in the family, or other emergencies will be authorized **ONLY** if you contact your instructor immediately **AND** if you provide proof

3 UTD Chinese Program – CHIN 1312 – Course Information, policies and syllabi

that the absence was unavoidable (a physician's statement, accident report, obituary, service bulletin, etc.) within 5 working days after the absence.

*All other absences will be considered unauthorized.

EXTRA CREDITS

There are cultural activities (movie, calligraphy, tea ceremony, paper cutting, Chinese knotting, Confucius Salon, etc.) and bi-weekly conversation tables throughout the semester, student can earn up to 4 extra credits by attending these activities (0.5pt for 1 attendance, 4pts maximum). If the activity requires extra training or more dedication, e.g. attending the Chinese Bridge, volunteer in the Confucius Day, International Week or conferences, more points will be released (1pt for every 2hrs). However, the overall extra credit will not exceed 4 points.

MAKE-UP POLICY

- *Midterm exam:* if you must miss a unit exam, you must contact your instructor **immediately** and provide the appropriate documentation (as outlined above) within 5 working days after the absence. Only those individuals whose absences are approved by the instructor will be eligible to take a make-up exam over the material missed.
- *Final exam:* An alternate final exam is given **ONLY** to students who have an exam conflict and/or who are scheduled for more than three (3) exams in the same day. Please notify your instructor in advance.

QUIZ POLICY:

There are 10 quizzes throughout the semester. Since the purpose of the quiz is to motivate students to learn and to memorize, the students who failed or missed a quiz will be given **ONE** opportunity to make up an alternative quiz covering the same lesson on next quiz date. The higher score will be used to calculate your quizzes overall grade. If the student does not take this opportunity, the original grade will be used. All the makeups will be the translation of the characters (from English to Chinese and from Chinese to English). The reason that the instructor gives a harder make up quiz lies in the fact that students have more time to prepare for the makeup. The only exception is the 1st make up quiz, since it covers the introduction part which is composed of pinyin, radical, stroke and stroke order, etc., the makeup quiz 1 will be similar to the original quiz. The last makeup quiz will be given with the final exam.

Quiz form: writing characters, listening comprehension, reading comprehension, multiple choice, translation, etc.

KEEPING RECORDS

Students must keep all returned graded materials until the end of the term. In case of grade disagreement, it will be the student's responsibility to show the graded materials.

STUDENT CONDUCT AND DISCIPLINE

Students at UT Dallas are expected to obey and conduct themselves in accordance with both the penal and civil statutes of the local, state and federal government and the Rules and Regulations of the Board of Regents of the University of Texas System, UT Dallas regulations and administrative rules, and to observe standards of conduct appropriate for an academic institution. For more information: <http://www.utdallas.edu/deanofstudents/titlev/>. Student Code of Conduct can be found here: <http://policy.utdallas.edu/utdsp5003>

WITHDRAWAL FROM CLASS

The administration at UT Dallas has established deadlines for withdrawal from any course. These dates and times are published in the Comet Calendar (<http://www.utdallas.edu/calendar>) and in the Academic Calendar (<http://www.utdallas.edu/academiccalendar>). It is **your responsibility** to handle withdrawal requirements from any class. In other words, a professor or other instructor cannot drop or withdraw any student unless there is an administrative drop such as the following:

- Have not met the prerequisites for a specific course
- Have not satisfied the academic probationary requirements resulting in suspension

4 UTD Chinese Program – CHIN 1312 – Course Information, policies and syllabi

- Judicial affairs request
- Have not made appropriate tuition and fee payments
- Enrollment is in violation of academic policy
- Was not admitted for the term in which they registered

It is your responsibility to complete and submit the appropriate forms to the Registrar's Office and ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class after being enrolled.

IMPORTANT DATES

You must consult the official Academic Calendar for other important deadlines and dates concerning registration, tuition payment, dropping a class, etc. It is **your responsibility** to know these dates. A link to the Academic Calendar can be found at <http://www.utdallas.edu/academiccalendar/>.

UT DALLAS SYLLABUS POLICIES AND PROCEDURES

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus. Please go to <http://provost.utdallas.edu/syllabus-policies> for these policies.

SHARING CONFIDENTIAL INFORMATION

Students considering sharing personal information in email, in person, or within assignments or exams should be aware that faculty members and teaching/research assistants are required by UT Dallas policy to report information about sexual misconduct to the UT Dallas Title IX Coordinator. Per university policy, faculty have been informed that they must identify the student to the UT Dallas Title IX Coordinator. Students who wish to have confidential discussions of incidents related to sexual harassment or sexual misconduct should contact the Student Counseling Center (972-883-2527 or after hours 972-UTD-TALK or 972-883-8255), the Women's Center (972-883-8255), a health care provider in the Student Health Center (972-883-2747), the clergyperson (or other legally recognized religious advisor) of their choice, or an off-campus resource (i.e., rape crisis center, doctor, psychologist). Students who are sexually assaulted, harassed, or victims of sexual misconduct, domestic violence, or stalking, are encouraged to directly report these incidents to the UT Dallas Police Department at 972-883-2222 or to the Title IX Coordinator at 972-883-2218. Additional information and resources may be found at <http://www.utdallas.edu/oiec/title-ix/resources>.

CAMPUS CARRY

The University's concealed handgun policy is posted on the campus carry website: <https://www.utdallas.edu/campuscarry/>

CONTACT INFORMATION

Instructor	Bei CHEN			
Classes to teach	Chin1311	Chin1312	Chin2311	Business Chinese
Email	bei.chen@utdallas.edu			
Office	J.O.5.308			
Tel	972-883-6026			
Office hours	星期一/三 MW: 13:00 – 13:30/14:00 – 14:30 or by appointment			

* Syllabus is subject to change at the discretion of the instructor.

* Instructor will return the graded works (assignments, paper, quiz, exam, etc.) to students within 5 working days.

* Final Exam Schedule: Please check Orion the week before finals to verify final exam time and room assignment.

Log-in to Galaxy.

Click "Orion Student Center", under the "Orion Self-Service" link.

Choose "Exam Schedule" using the drop down bar for "other academic."

Select the correct term.

View your final exam assignment.

* Please use the following address to access your calendar from other applications. You can copy and paste this into any calendar product that supports the iCal format.

<https://calendar.google.com/calendar/ical/chineseutd%40gmail.com/public/basic.ics>

January 2017 二零一七年一月

周日	周一	周二	周三	周四	周五	周六
8 W1	9 1311Syllabus Course Policy Pinyin1/5 1312/2311 Review	10	11 L6-1/8 L11-1/7	12	13	14
15 W2	16 MLK, class will not meet	17	18	19	20 1311Pinyin5/5 1311 Character1/2 2311Q1L11P1	21
22 W3	23 1311 Character2/2	24	25 L1-1/6	26	27 L11-7/7 1311Q1 Pinyin & Character 1312Q1L6P1 2311Q2L11P2	28 春节

February 2017 二零一七年二月

周日	周一	周二	周三	周四	周五	周六
29 W4	30 L6-8/8 2311 Oral Presentation 1	31	1 L7-1/8 L12-1/8	2	3 1311Q2L1P1 1312Q2L6P2 1312HW6 2311HW11	4
5 W5	6 L1-6/6	7	8 L2-1/7	9	10 1311Q3L1P2 1312 Q3L7P1 2311Q3L12P1 1311HW1	11 元宵
12 W6	13	14	15	16	17 L7-8/8 L12-8/8 1311 Q4L2P1 1312 Q4L7P2 2311Q4L12P2	18

6 UTD Chinese Program – CHIN 1312 – Course Information, policies and syllabi

19 W7	20 L8-1/7 L13-1/8 1312 Composition & Oral 2311Composition 1	21	22 L2-7/7	23	24 L3-1/7 1311Q5L2P2 1311HW2 1312HW7 2311HW12	25
March 2017 二零一七年三月						
周日	周一	周二	周三	周四	周五	周六
26 W8	27 1311 Midterm Oral Exam 2311 Midterm Oral Exam-1	28	1 2311 Midterm Oral Exam-2	2	3 1312 Q5L8P1 1311 Composition 1 1312 Rewrite of the Script (OPT) 2311Composi-tion Rewrite (OPT)	4
5 W9	6 L8-7/7	7	8 L9-1/9 1312 Q6L8P2	9	10 1311 Q6L3P1 2311Q5L13P1 1312 Midterm Exam (L6-8) 1312 HW8	11
12 W10	13 Spring Break	14 Spring Break	15 Spring Break	16 Spring Break	17 Spring Break	18
19 W11	20 L13-8/8 L3-7/7 1311 Composition Rewrite (OPT)	21	22 L4-1/7 L14-1/8	23	24 1311 Q7L3P2 2311Q6L13P2 1311 HW3 2311HW13	25
26 W12	27	28	29	30	31 1311 Q8L4P1 1312 Q7L9P1 2311Q7L14P1	1

April 2017 二零一七年四月						
周日	周一	周二	周三	周四	周五	周六
2 W13	3	4 清明节	5 L4-7/7 L9-9/9	6	7 L5-1/7 L10-1/8 L14-8/8 1311 Q9L4P2 1312 Q8L9P2 2311Q8L14P2 1311 HW4 1312 HW9 2311HW14	8
9 W14	10 L15-1/8 2311Composition 2	11	12	13	14 1311 Composition 2 1312Q9L10P1	15
16 W15	17 1312 Composition 2	18	19	20	21 L5-7/7 2311Q9L15P1	22
23 W16 (Pre-final)	24 1311 Final Review L10-8/8 1311Q10L5P1&P2 1312Q10L10P2 1311 HW5 1312 HW10 1311 Composition 2 Rewrite (OPT)	25	26 L15-8/8 2311Q10L15P2 2311HW15 2311 Composition 2 Rewrite (OPT) 1311/1312 Oral Exam	27	28 All Levels: Oral Exam	29
May 2017 二零一七年五月						
周日	周一	周二	周三	周四	周五	周六
30 Final	1 Reading Day, class will not meet	2	3	4	5	6
7 Final	8	9	10	11	12	13

COMPOSITION, ORAL HOMEWORK AND ORAL PRESENTATION

Note: Instructor can easily recognize essays that are written by native, near-native, or advanced speakers, are copied from other sources, or are completed using online translation services. When you write the essay, you may use bilingual dictionaries to find a single word, but using the translation site or software to translate the whole sentence and/or paragraph is NOT allowed. The assistance from a native speaker is NOT authorized for the 1st draft, but is acceptable for the 2nd draft (rewrite). If you are unsure about your particular situation, please ask your teacher for clarification BEFORE you turn in an assignment as your own work.

1st Composition and Oral Homework

Topic: A Phone Call about Chinese Learning

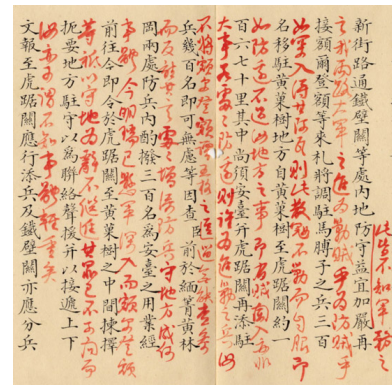
Discuss your Chinese learning experience with a Chinese people over the phone, you can talk about your daily schedule, weekly plan, study habits, in-class situation, after-class work, your strengths and weaknesses, your likes and dislikes, you can also ask for advice, schedule a tutor time, etc. Don't forget to include greeting, body and closing.

Requirement:

1. This assignment must be completed by 2 people: you and 1 native/near-native speaker(friend, tutor, relatives, etc.)
2. The assignment should include 2 files: 1) the script of the conversation and 2) the audio file of your phone call.
3. The phone call must be saved as an appropriate audio file (such as mp3, AIFF, etc.)
4. **Type and Email** the script and the audio file to the instructor on the due date (bei.chen@utdallas.edu).
5. You friend should ask you at least 8 questions regarding your Chinese study, you should use at least 2 sentences to answer 1 question. The total length of the composition is about 25-30 sentences.
6. **DOUBLE SPACE**
7. Rewrite: The instructor will return the script with correction guideline. Follow the guideline, correct the errors, and submit the 2nd draft to the instructor to get a better composition grade. Rewrite is optional.

Due date:

1. Script & audio file: 2.20
2. Rewrite: 3.3 (OPT)



2nd Composition and Oral Presentation

Topic: Choose one topic:

#1: Chinese clothing: Introduce Chinese clothing to your classmates! You could choose a traditional clothes of diverse dynasties or a modern clothes, talk about its evolution, dress code, tradition, etiquette, store, designer, impact to the eastern Asian countries, etc.

#2: A Movie/Concert in China: Your favorite Chinese star is going to give a concert/release a new movie in a major city in China and you plan to go. Let your classmate know your travel plan, you can tell the city layout, the subway map, the airlines, the ticket price, how to get to the performance, why you decide to go, the celebrity's appearance, clothes he/she wears, the song/movie you like, the reason why you like, etc.

Note: This assignment is composed of 2 parts:

1. The composition and
2. A copy of flyer/poster/city map/subway map/pictures/PPT, etc. AND a bilingual lexicon of 5-10 important keywords that will be provided to the audience during the oral presentation.

Requirement for the composition:

1. At least 20 sentences.
2. Type the composition
3. **Double Space.**

Requirement for the oral presentation:

1. Date: 4.26+ 4.28, during the regular class hours, depending on your oral presentation schedule.
2. Location: Regular Classroom.
3. The oral presentation is expected to be 5 minutes per student.
4. Attendance is required for all the students. Come and enjoy the lectures.
5. Oral presentation must include a short vocabulary list that will be provided to your audience.

Due date: The composition and the oral presentation accompanying document (flyer, poster, PPT, etc. and the vocabulary) must be submitted on **4.17**. **Email the assignment to your instructor (bei.chen@utdallas.edu)**

Late Composition

No composition is accepted 5 working days after the due date, unless your absence is authorized (as explained above).

Composition: Grading Rubric		
Level	Grade (100pts)	Requirement
Spelling/ Punctuation	25	You should make sure that each Chinese character is written or typed correctly. If you use a character “和” (and/with) in your composition but write it as “口禾”, it will be marked incorrect and points will be deducted. Punctuation must be used to indicate the end of a sentence, divide a sentence or a group of words into one or more sections.
Vocabulary/ Word Choice	25	Make sure that you use the appropriate words and use them correctly. e.g.: 昨天晚上我参观了我父母。 (Last night I visited my parents, “参观” is incorrect since it’s applied to a place) In this case, the word selected is erroneous, thus the points will be deducted.
Grammar	25	Make sure the sentence structure is correct and you use appropriately parts of speech such as nouns, verbs, pronouns, etc. Any structural or syntactic error will be marked and points will be deducted.
Comprehensibility	25	The content of your composition should be relevant to the topic, sentences need to be comprehensible, ideas should be logically organized. If your composition is simply a bunch of Chinese sentences thrown together, points may be reduced for the lack of organization in the written presentation of your ideas. e.g.: 我爸爸是一位老师。我哥哥喜欢看电影。我爸爸四十五岁。我早上八点起床。将来我想去中国。 (My dad is a teacher. My older brother likes to watch movies. My dad is 45 years old. I get up at 8 a.m..I want to go to China in the future.)

1312 Oral Homework Grading Rubric and Grading Form (15pts in total)

Name: _____ Grade: _____

Oral Homework: Grading Rubric (15')		
Level		Grade (15')
Pronunciation and tones (5')		
5'	Pronunciation and tones sounds natural.	
3-4'	Few Errors in pronunciation and tones, do not prevent effective communication.	
2'	Errors in pronunciation and tones impede communication.	
0-1'	Extreme problems with pronunciation and tones cause communication to break down.	
Fluency & Pause (5')		
5'	Speaks clearly and without hesitation.	
3-4'	Speaks with some hesitation.	
2'	Speaks haltingly, with long pauses.	
0-1'	Constant hesitations.	
Communicative Success(5')		
4-5'	The message is clearly organized. The listener can understand the sequence easily or with no difficulties.	
2-3'	The organization of the message is mixed up and random. The listener must make some assumptions about the sequence and relationship of ideas.	
0-1'	The message is disorganized and you cannot understand most of the message.	

*Your oralwork grade is based on 15 possible points. Your oral exam score will be converted into a percentage within the Oralwork category (worth 10% of your overall grade in Chinese 1312).

1312 Oral Presentation Grading Rubric and Grading Form (25pts in total)

Name: _____ Grade: _____

Oral Presentation: Grading Rubric (25')	
Communicative Success (8')	
7-8'	1. The message is clearly organized. 2. The listener can understand the sequence and relationships of ideas easily. 3. The pronunciation and tones are mostly correct. 4. The pace and rhythm of speech allow the audience and interlocutor to follow.
5-6'	1. The message is organized. 2. The listeners have no difficulty to understand the sequence and relationships among the ideas. 3. Few Errors in pronunciation and tones but do not prevent effective communication. 4. The pace and rhythm allow the audience/interlocutor(s) to follow, yet there is a slightly noticeable increase or decrease or there are several times when sentences are not completed or seem rushed.
3-4'	1. The organization of the message is mixed up and random. 2. The listener must make some assumptions about the sequence and relationship of ideas. 3. Errors in pronunciation and tones impede communication. 4. The pace and rhythm are either too fast or too slow during the majority of the dialogue.
1-2'	1. The message is disorganized and you cannot understand most of the message. 2. Extreme problems with pronunciation and tones cause communication to break down. 3. The pace and rhythm are much too fast or too slow throughout the entire presentation.
Grammar Competence (4')	
1-2 errors, 4'	The student almost always chooses and uses correct grammatical forms.
3-4 errors, 3'	The student uses some correct grammatical forms, and they are appropriate for the chosen mode of expression at least half of the time.
5-6 errors, 2'	The student uses few correct grammatical forms, which may or may not be appropriate for the chosen mode of expression.
7+ errors, 0-1'	The student uses almost no correct grammatical forms, which may or may not be appropriate for the chosen mode of expression.
Sociolinguistic Competence/Vocabulary Choice/Use (4')	
4'	Structures and vocabulary are used correctly and appropriately (formality or informality, appropriate for the context, etc.)
3'	Any errors in structures and vocabulary do not distort the meaning or inhibit communication. (formality or informality, appropriate for the context, etc.)
2'	Errors in structures and vocabulary are frequent and distort the meaning or inhibit communication. (formality or informality, appropriate for the context, etc.)
0-1'	Errors in structures and vocabulary are pervasive and distort the meaning and prevent effective communication. (formality or informality, appropriate for the context, etc.)
Development and preparation (4')	
4'	Composition and accompanying document submitted on the due date.
2-3'	Composition and accompanying document submitted after the due date, but at least 1 day before the oral presentation.
1'	Composition and accompanying document submitted right before, during or after the oral presentation.
0'	Composition and accompanying document not submitted or submitted 1 day after the oral presentation.
Presentation Delivery (5')	
4-5'	Student has prepared well enough and does not read the document (composition, poster, flyer, PPT, etc.), or student only reads 1-2 short quotations or lines from the prepared document.
2-3'	Student reads several quotations or lines from the prepared document and maintains eye contact for much of the time with the audience/interlocutor.
0-1'	Student reads most or all of the prepared document instead of maintaining eye contact with audience/interlocutor.

*Your oralwork grade is based on 40 possible points. Your oral exam score will be converted into a percentage within the Oralwork category (worth 10% of your overall grade in Chinese 1312).

HOMEWORK POLICY

Homework contributes toward consolidating your language skills and reinforces classroom learning objectives. Your homework includes:

	CHIN1312	Grade
Exercise Workbook Level 1 Part 1	Lesson 6 – Lesson 10	10pts each lesson, 50pts total
Character Workbook Level 1 Part 1	Lesson 6 – Lesson 10	10pts each lesson, 50pts total
Total Grade		100pts

The assignments will be checked on the due date, the instructor will **ONLY** check the completion, not the correctness. The written correct answers will be provided through [e-learning](#). You are expected to turn in the homework on time, any incompleteness will result in partial or no credit for homework grade.

Late Homework: If you forget to bring your homework to the class, you are allowed to submit it on the next class date. No homework is accepted after that date unless your absence is authorized.

Grade	Homework
10 points	90%+ complete
7-8 points	More than half complete
3-4 points	Less than half complete
0 point	No homework

Your homework grade is therefore based on 100 possible points. Your homework score will be converted into a percentage within the **Homework** category (worth 10% of your overall grade in Chinese 1312).

Requirement:

- For the character workbook: you need to write at least 2 rows for each character, in other words, write each character 30 times.
- Tear out the workbook pages of each lesson, staple them together for submission to your instructor.

HOMEWORK

	Workbook		Character workbook	Due date
	Part 1	Part 2		
Lesson 6	- Listening comprehension - Reading comprehension - Writing comprehension: ABC	- Listening comprehension - Reading comprehension - Writing comprehension: ABCD	Part 1 & Part 2	02.03
Lesson 7	All except II Speaking exercises	All except II Speaking exercises	Part 1 & Part 2	02.24
Lesson 8	- Listening comprehension - Reading comprehension - Writing comprehension: ABCD	- Listening comprehension - Reading comprehension - Writing comprehension: ABCDEFG	Part 1 & Part 2	03.10
Lesson 9	- Listening comprehension - Reading comprehension - Writing comprehension: ABCE	- Listening comprehension - Reading comprehension - Writing comprehension: ABCDE	Part 1 & Part 2	04.07
Lesson 10	All except II Speaking exercises	- Listening comprehension - Reading comprehension - Writing comprehension: ABCD	Part 1 & Part 2	04.24