# CHIN 2312 INTERMEDIATE CHINESE

Course: INTERMEDIATE CHINESE 2312

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# **DESCRIPTION**

Welcome to Chinese 2312. This course is the second semester of a two-semester intermediate-level Chinese. This course, oriented toward students who have completed Chinese 1311/1312/2311 at UTD (or the equivalent), is designed to reinforce the material learned in previous Chinese courses. By the end of this semester, your vocabulary and grammar knowledge should be expanded (approx. 150 new words will be taught), the reading and writing skills will be reinforced, the communication skill in real-life situations will also be further developed. In addition to these linguistic skills, you should have a deeper understanding about the diverse aspects of societies and cultures in Chinese-speaking regions of the world.

# **PREREQUISIT**

Chin 1311 & Chin1312, or Elementary Business Chinese 1301 & 1302, Chin2311, or same level of language proficiency.

(For the difference between regular Chinese1311/1312 and Business Chinese1301/1302, please check syllabus of CHIN1301, CHIN1302, CHIN1311 or CHIN1312).

# REQUIRED MATERIALS

- ★ Textbook: Integrated Chinese 《中文听说读写》, Level 1 Part 2, 3rd edition (simplified)
- ★ Workbook: Integrated Chinese 《中文听说读写》, Level 1 Part 2, 3rd edition (simplified)
- ★ Character Workbook: Integrated Chinese 《中文听说读写》, Level 1 Part 2, 3rd edition (simplified and traditional)
- ★ Audio CD or MP3 audio: Integrated Chinese 《中文听说读写》, Level 1 Part 2, 3rd edition, the audio file can be downloaded through e-learning.
- ★ Find the learning materials online: https://www.cheng-tsui.com/browse/integrated-chinese

#### DISABILITY ACCOMMODATION

Students who wish to request disability accommodations in this class should present the written notification to the <u>Office of Student AccessAbility</u> (<u>OSA</u>). 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 elearning, please go to: <a href="http://www.utdallas.edu/elearning/">http://www.utdallas.edu/elearning/</a>, use your NETID and password to log in. \*ELearning Support Center: <a href="http://www.utdallas.edu/elearninghelp">http://www.utdallas.edu/elearninghelp</a> 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. 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	<b>Letter Grade</b>	Attendance	20%
97-100	A+	8 Quizzes	16% (2% each)
93-96	A	4 Homework	12% (3% each)
90-92	A-	2 Compositions	10% (5% each)
86-89	B+	Midterm Exam	16%
83-85	В	Oral Test	10%
80-82	B-	Final Exam	16%
76-79	C+		
73-75	C		
70-72	C-		
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 2312. Your instructor will evaluate your attendance and in-class oral coursework during the semester, and your grade will be 0.5pt per hour (40 hours in total, test days excluded), for a total of 20 possible points. During the semester, you are allowed to have 3-hour unexcused absences.

Level of participation and attendance	Grade
Uses Chinese often, exhibits excellent, cooperative behavior; does not arrive late or leave early.	0.5pt
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
  that the absence was unavoidable (a physician's statement, accident report, obituary, service bulletin, etc.)
  within 5 working days after the absence.

#### **EXTRA CREDITS**

We offer a variety of cultural activities (movie, calligraphy, tea ceremony, paper cutting, Chinese knotting, Confucius Salon, conversation tables, etc.) throughout the semester, student can earn up to 4 extra credits by attending these activities (1pt for 1 attendance, 4pts maximum, students should stay for at least two-thirds of the activity time). 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 (2pts for every 4hrs). 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.

<sup>\*&</sup>lt;u>All</u> other absences will be considered unauthorized.

# **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: <a href="http://www.utdallas.edu/deanofstudents/titlev/">http://www.utdallas.edu/deanofstudents/titlev/</a>. Student Code of Conduct can be found here: <a href="http://policy.utdallas.edu/utdsp5003">http://policy.utdallas.edu/utdsp5003</a>

#### **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 <a href="http://www.utdallas.edu/academiccalendar/">http://www.utdallas.edu/academiccalendar/</a>.

# 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 (<a href="http://www.utdallas.edu/calendar">http://www.utdallas.edu/calendar</a>) and in the Academic Calendar (<a href="http://www.utdallas.edu/academiccalendar">http://www.utdallas.edu/academiccalendar</a>). 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
- 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 the 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 chooses not to attend the class after being enrolled.

# 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 <a href="http://provost.utdallas.edu/syllabus-policies">http://provost.utdallas.edu/syllabus-policies</a> for these policies.

#### CAMPUS CARRY

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

# 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.

## CONTACT INFORMATION

For questions related to your Chinese course, please contact your instructor.

For general questions regarding Chinese program at school of Arts & Humanities, please contact Ms. Bei Chen

Instructor	Bei CHEN	
Classes to teach	Chin1301/1311/1312/2311	
Email	bei.chen@utdallas.edu	
Office	J.O.5.308	
Tel	972-883-6026	
Office hours	星期一/五 MF: 14:30 – 15:30 or by appointment	

<sup>\*</sup> Syllabus is subject to change at the discretion of the instructor. Detailed syllabus will be provided through e-learning.

<b>Course Content</b>	Class Period
Syllabus, Course Policy	1
Lesson 16	8
Lesson 17	8
Midterm Written Test	1
Lesson 18	8
Lesson 19	8
Lesson 20	8
Final Oral Test	2
Final Written Test	1

<sup>\*</sup>Besides Chinese classes, the Chinese program at UTD and the Confucius Institute at UTD also offer cultural activities throughout the semester, you can also find a language partner at our language group. More learning resources will be provided through e-learning.

#### **COMPOSITIONS**

**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 1<sup>st</sup> draft, but is acceptable for the 2<sup>nd</sup> 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.

# 1<sup>st</sup> Composition

## Topic:

Option 1: Provide a brief history of your friendship with someone;

Option 2: Describe a perfect date.

# 2<sup>nd</sup> Composition

**Topic:** Describe where you live, or your dream house.

## **Late Composition**

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

#### HOMEWORK POLICY

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

	CHIN2312	Grade
Exercise Workbook, Level 1 Part 2	Lesson 16 – Lesson 20	10pts each lesson, 50pts total
Character Workbook, Level 1 Part 2	Lesson 16 – Lesson 20	10pts each lesson, 50pts total
Total Grade		100pts

The assignments will be checked on the due date, the written correct answers will be provided through elearning. You are expected to turn in the homework on time, any incompletion 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 12% of your overall grade in Chinese 2312).

#### **Requirement:**

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

#### Homework

	Workbook	Character worksheet	Due date
Lesson 16	Part 1: All except II Speaking exercises Part 2: All except II Speaking exercises	Part 1 & Part 2	TBA
Lesson 17	Part 1: All except II Speaking exercises Part 2: All except II Speaking exercises	Part 1 & Part 2	
Lesson 18	Part 1: All except II Speaking exercises Part 2: All except II Speaking exercises	Part 1 & Part 2	
Lesson 19	Part 1: All except II Speaking exercises Part 2: All except II Speaking exercises and Writing exercise G	Part 1 & Part 2	
Lesson 20	Part 1: All except II Speaking exercises Part 2: All except II Speaking exercises	Part 1 & Part 2	