UNLV Foreign Languages Department  
Syllabus for Chinese 113 Elementary Chinese I  
2013 Spring Professor Xiaoling Hays

CHI 113  1001  
MW 11:30 - 12:45 Room: CBC C210  
Professor: Xiaoling Hays  
Office: FDH 208  
Office Hours: 1:00-2:00 M/W.  
Telephone: 702 266 5098 cell  
E-mail: Xiaoling.Hays@unlv.edu

Required books:  
Integrated Chinese Level I Part I  Textbook  
Integrated Chinese Level I Part I  Workbook,  
Integrated Chinese Level I Part I  Character Book  
Third Edition 2009 by:  
Yuehua Liu, Tao-chung Yao, Nyan-Ping Bi, Yaohua Shi, Lianyan Ge.

Course Description & Learning Objectives: (Introduction Pinyin – Lesson 5 & Review)  
This 16-week course is designed to acquaint students with holistic four language skills of listening, speaking, reading and writing Chinese within a limited scope. To help students understand how the Chinese language works grammatically, and how to use Chinese in real life. To help students build a solid foundation in learning Chinese.  
It will take 4 sessions to finish one lesson/unit. There will be 7 unit quizzes, a 75-min midterm, and a 2-hour final exam.  
Students who have completed the first semester of Elementary Chinese CHI 113 are expected to  
• Be knowledgeable of the Chinese phonological system and be able to write Chinese phonetic symbols (the Pinyin Romanization System)  
• Be knowledgeable of the Chinese writing system (e.g., stoke orders, basic radicals, etc), and be able to write short sentences.  
• Be able to understand and use common expressions in the classroom activities.  
• Be able to introduce him/herself and others and can ask and answer questions about personal details (e.g. family, hobbies, friends, dates and times, etc.)  
• Comprehend short written dialogues and reading passages with familiar vocabulary.

Attendance and class participation:  
Students are responsible for all course work whether in class or absent. Attendance in this class is critical; therefore, three absences from class will lower a student’s grade one letter grade. Excessive tardiness or leaving early will have a negative impact on a student’s grade.  
Class participation is required of all students. Class participation is defined as students being randomly called upon by the instructor and providing an answer that shows the student has read the assigned material. Class disruption or sleeping during class will have a negative impact on a student’s grade. Class disruption includes, but is not limited to, speaking while the instructor or another student is talking, cellular telephones ringing during class, and answering cellular telephones during class.
Class meeting
1. Attendance is an essential course requirement. Participation in classroom activities is expected. In addition to the discussion of the text there will be practice of vocabulary, role playing, and group-based tasks.
2. Come to class on time. Leaving early or coming ten minutes late will be considered as absent. Only physician notes or appropriate written documentation are accepted for excused absences. Absences and lack of enthusiasm for classroom participation will definitely impact the final grade.

Missed Classes: Students missing this class because of representing UNLV in any official extracurricular activity shall give the opportunity to make up assignments, the student provides official written notification to the instructor no less than one week prior to the missed class(es), which offer a “drop one” option for the lowest assignment, quiz, or exam, assigning the student a grade of zero for an excused absence for extracurricular activity (For purposes of definition, extracurricular activities may include, but are not limited to: fine arts activities, intercollegiate athletics, science and engineering competitions, liberal arts competitions, recruitment activities, and any other event or activity sanctioned by a college/school dean, and/or the Executive Vice President and Provost.)

Oral Presentation:
You are to speak 10 commonly used sentences/expressions in Chinese.
1. There will be one mid-term and one final oral presentation. The final presentation is a group project of two or three students each.( 5-10 commonly used sentences)
2. The script should be turned in two weeks before scheduled presentation time. Discussing the script with the instructor is required before the oral presentation. Time for the oral presentation is 5-8 minutes per group. Time for the final presentation is around three minutes per person.( self introduction)

Homework: Homework will be graded. Assignments must be completed and prepared well for the quizzes of each chapter. It is your job to write and practice a new character in using your Character Workbook. Focus on simplified character and traditional character by option. The hand writing will be graded before Mid-term and Final.

Language Lab: There are language tapes, video tapes, and computer software in the language lab (FDH2nd floor). Best effort should be made to take full advantage of the available audio/video tapes and computer software. The audio tapes can be reduplicated for personal use. Students are required to attend a 50-minute conversation lab each week, starting the third week.

Quizzes and Examinations:
1. Weekly quizzes will be given to test your use of new words and sentence patterns.
2. A mid-term examination and a final examination will be given during the semester. Students are expected to be on time for exams.
3. Quizzes may be made up only for an acceptable reason. Mid-term and the Final examinations cannot be made up for any reason. As a general rule, a student missing a class or laboratory assignment because of observance of a religious holiday shall have the opportunity to make up missed work.

Requirement & Evaluation:
1. Attendance and Daily performance 20%
2. Homework assignments 20%
3. Quizzes 20%
4. Oral presentation 10%
5. Mid-term examination 10%
6. Final examination 20%

Grading scale
A=93-100    A-=90-92
B+=87-89     B=84-86     B-=80-83
C+=77-79     C=74-76     C-=70-73
D+ 67-69     D 64-66     D- 60-63     F 59 & below

Religious Holidays Policy: Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be give an opportunity during that semester to make up missed work. Notification of the instructor is required at least one week before the religious holiday.

Students with disabilities:
If you have a documented disability that may require assistance, you will need to contact the Disability Resource Center for the coordination of services. The DRC is located in the Student Services Complex (SSC-A), Room 143, Tel: 895-0866 (TDD 895-0652). Fax: 7028950651

Academic honesty: All written work should be done entirely by you, as grades must represent your proficiency in Chinese. If you have any questions regarding what is acceptable, ask your instructor. Cheating will be dealt with according to the guidelines for academic misconduct.

Academic Misconduct —Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. Students accept the expectations of the Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students assume the obligation to conduct in a manner compatible with UNLV’s function as an educational institution. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the Student Academic Misconduct Policy (approved December 9, 2005) located at: http://studentconduct.unlv.edu/misconduct/policy.html.

Tutoring: The Academic Success Center (ASC) provides tutoring and academic assistance for all UNLV students. You are encouraged to stop by the ASC #22 or by calling 702-895-3177 or visit website at: http://academicsuccess.unlv.edu/tutoring/.

UNLV Writing Center: one-on one or small group assistance with writing is available free. Located in CDC-3-301. Call: 702 8953908

Teaching Evaluations:
Please be aware that you are going to receive an E-mail about an evaluation of this course during the last three-four week of each semester. In order to evaluate the effectiveness of teaching at UNLV, course evaluations are required to be administered at the end of each course. Teaching evaluations are a very important piece of assessment data and it is important that the reliability, validity, and legitimacy of these instruments be maintained. Please respond to this e-mail promptly.

Copyright use: The University requires all members of the University community to follow copyright and fair use requirements. Violations of copyright laws could subject students to federal and state civil penalties as well as disciplinary action under University policies. To understand copyright and fair use policies, UNLV encourages students to visit its copyright website at: http://www.unlv.edu/committees/copyright

Helpful website:
http://eall.hawaii.edu/yao/icusers/
http://www.mdbg.net/chindict/chindict.php
Find us UNLV Chinese. On Facebook!
# CHI 113-001 11:30-12:45 CBC C210

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<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Date</th>
<th>Topic</th>
<th>Pronunciation</th>
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<tr>
<td>1</td>
<td>01/21</td>
<td>02/23</td>
<td>Simple Finals, Initials</td>
<td>4 Tones</td>
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<tr>
<td>2</td>
<td>01/28</td>
<td>01/30</td>
<td>Test for Simple finals and Initials</td>
<td>Compound Finals, Numerals 1-100</td>
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<td>3</td>
<td>02/04</td>
<td>02/06</td>
<td>Test for Strokes &amp; stroke order</td>
<td>Basic 11 Stroke's &amp; stroke order</td>
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<td>02/11</td>
<td>02/13</td>
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<td>5</td>
<td>02/18</td>
<td>02/20</td>
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<td>Lesson 1 Part II</td>
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<td>03/11</td>
<td>03/13</td>
<td>Mid-term</td>
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<td>03/18</td>
<td>03/20</td>
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<td>05/06</td>
<td>05/08</td>
<td>Review</td>
<td>Oral Presentation</td>
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<td>17</td>
<td>Final Exam</td>
<td>Final Exam</td>
<td>Final grading, can be seen online</td>
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**Note:**
The syllabus is subject to modification with ample notice to students if the instructor deems necessary.