

- **Course description and objectives:**

Chinese 3060 is the second semester of a two-semester intermediate-advanced level of Chinese. After completing this course, you will earn a minor in Chinese. This course, oriented toward students who have completed Chinese 3040 at UNT (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 will be expanded (approx. 200 new characters & phrases) and your communication skill in real-life situation will also be developed, in addition to these linguistic skills, you should have a deeper understanding of the diverse aspects of societies and cultures in Chinese-speaking areas of the world.

- **Required Materials**

- *Integrated Chinese (中文听说读写)* Level 2, Part 1, Textbook: Simp. & Trad. Character Edition, 3<sup>rd</sup> Edition. More info could be found at:

- [http://www.cheng-tsui.com/store/products/integrated\\_chinese/integrated\\_chinese\\_level\\_2\\_part\\_1\\_textbook\\_3rd\\_edition\\_simplified\\_0](http://www.cheng-tsui.com/store/products/integrated_chinese/integrated_chinese_level_2_part_1_textbook_3rd_edition_simplified_0)

- *Workbook*, Level 2, Part 1: Simp. & Trad. Character Edition, 3<sup>rd</sup> Edition. More info could be found at: [http://www.cheng-tsui.com/store/products/integrated\\_chinese/integrated\\_chinese\\_level\\_1\\_part\\_2\\_workbook\\_3rd\\_edition\\_simplified](http://www.cheng-tsui.com/store/products/integrated_chinese/integrated_chinese_level_1_part_2_workbook_3rd_edition_simplified)

**Important: The Textbook and workbook are required. You may find them at the University of North Texas's bookstore. Please pick up the CDs at room 105, Lang. Bldg.**

- **Course organization:** This is a three-credit course that meets three times a week.

- **Disability Accommodation**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

- **Use of E-Mail**

**Instructors of third year Chinese (3040 & 3060) require students to use official UNT Eagle Mail for all communication.** This means that your instructor will only respond to e-mail sent by their students from a UNT Eagle Mail address. Likewise, your instructor will only send e-mail to your UNT Eagle Mail. Information about Eagle Mail can be found at the following Web address: <http://eaglemail.unt.edu/>.

- **Use of Blackboard**

Detailed syllabus, homework, assignments, grades report & other learning materials will be provided through Blackboard. To log in Blackboard, go to : <https://learn.unt.edu/> . Use your EUID and password to log in.

- **Grading scale**

Your grade will be calculated according to the following scale.

Percentage	Letter Grade
90 – 100%	A
80 – 89.9%	B
70 – 79.9%	C
60 – 69.9%	D
0 – 59.9%	F

- **Grade distribution**

Class:	Attendance, Participation, Preparation	16%
	Homework	12%
	Quizzes (8)	16%
	1 <sup>st</sup> Composition	5%
	2 <sup>nd</sup> Composition	5%
	Unit Tests (2)	20% (2*10% each)
	Oral Test	10%
	Final Exam	16%

**A note on Incompletes:** A grade of (I), Incomplete, is a non-punitive grade given only during the last one-fourth of a semester and only if a student (1) is passing the course; (2) has justifiable reason why the work cannot be completed on schedule; and (3) arranges with the instructor to finish the course at a later date by completing specific requirements that the instructor must list on the grade sheet. All work in the course must be completed within the specified time (not to exceed one year after taking the course). This process must be initiated by the student. The official request form must be signed by the student, the instructor, and the dept./division chair. If all conditions are not met and all parties do not approve, no grade of Incomplete will be given. Please consult the appropriate UNT Catalog and an academic advisor for additional information.

● **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 3060. Your instructor will evaluate your attendance and in-class oral coursework during the semester, and your grade will be 0.4pt per class period, for a total of 16 possible points (the unit tests are not counted). You are allowed to have 3 unexcused absences during the semester.

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, more English than Chinese, 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.	0.25pt
You will automatically receive <b>zero</b> point for attendance/participation if you have <b>more than 6 unexcused absences</b> during the semester.	0 pt

● **Absences and attendance policy: the following 3 cases explained below are considered authorized absences:**

- Absence due to participation in a sponsored activity: Absences due to participation in sponsored activities must be approved **in advance** by the chair of the Department of Foreign Languages and Literatures and by your academic dean. Within 3 days after the absence, you must obtain authorized absence cards from the Dean of Students for presentation to your instructor.
- Absence for religious holidays: Absence due to the observance of a religious holiday is authorized only if the religion is officially recognized by the University and you have notified your instructor of the date of the absence within the first 15 days of the semester. Notification must be in writing, with receipt of the notification acknowledged and dated by your instructor.
- 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 3 days after the absence.

All other absences will be considered unauthorized.

- **Extra credits**: there are some cultural activities (movie, calligraphy, tea ceremony, music, Chinese cooking, etc.) and weekly conversation tables during the semester, you can earn up to 4 extra credits by attending these activities: 1 credit for every 4 hour, for a total of 4 extra credits.

- **Make-up Policy**

**Unit exams:** if you must miss a unit exam, you must contact your instructor **immediately** and provide the appropriate documentation (as outlined above) within 3 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. Appeals to reschedule a final exam must be made to your academic dean before the deadline.

- **Homework Policy:** Homework contributes toward consolidating your language skills and reinforces classroom learning objectives. Your homework is: Exercise Workbook (Lesson 5 – Lesson 8): **3pts each, 12pts total.**

The assignments will be checked on the due date (see bottom). **The written correct answers will be provided through Blackboard one week after due date.** You are expected to turn work in on time. Any incomplete homework or late homework may result in partial or no credit for homework grade, however, any late homework due to the authorized absences (listed above) will be accepted and no credit will be deducted.

Grade	Homework
3 points	90%+ complete
2 points	More than half complete
1 point	Less than half complete
0 point	No homework
0 point	<ul style="list-style-type: none"> <li>● No credit given after 5 working days late.</li> <li>● No homework submissions will be accepted 5 working days after the due date.</li> </ul>

Your homework grade is therefore based on 16 possible points. Your homework score will be converted into a percentage within the **Homework** category [worth 12% of your overall grade].

- **Quiz Policy:** 8 quizzes. The students will be given **ONE** opportunity to make up an alternative quiz covering the same material from missed quiz on next quiz date. If the student does not take this opportunity, the quiz will be counted as a zero.
  - Quiz 1/3/5/7: vocabulary
  - Quiz 2/4/6/8: questions selected from homework
- **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 Behavior in the Classroom**

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

- **Student Success: More information please access [www.succeed.unt.edu](http://www.succeed.unt.edu)**

- **Important Dates and school policy:**

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 on the Web page at the address listed below: <http://essc.unt.edu/registrar/schedule/fall/calendar.html>, the class schedule can be found at: <http://registrar.unt.edu/registration/schedule-of-classes>. As a student, you **are also responsible** to know the rules, policies, procedures, etc. that are found in the appropriate student catalog. These can be accessed online at the following address: <http://www.unt.edu/catalog/>.

- **Chinese Study Calendar:**

- Html: <https://www.google.com/calendar/embed?src=sdb59bhgeonumt377gn47tf708%40group.calendar.google.com&ctz=America/Chicago>
- Ical: <https://www.google.com/calendar/ical/sdb59bhgeonumt377gn47tf708%40group.calendar.google.com/public/basic.ics>
- Xml: <https://www.google.com/calendar/feeds/sdb59bhgeonumt377gn47tf708%40group.calendar.google.com/public/basic>
- World Languages Department: <http://worldlanguages.unt.edu/undergraduate-programs/chinese>
- Or simply scan:

