I. OBJECTIVES

1. General
This intensive course is designed for students with no knowledge of Mandarin. Its goal is to equip students with some of the basic skills and strategies in listening, speaking, reading and writing necessary to function in a general Mandarin-speaking environment. This goal is to be achieved through a theme-based and function-based approach, but also by focusing on grammar whenever necessary. While listening, speaking, reading and writing are the key foci, culture and history are also important components of the course. At the end of the term, students are expected to be able to communicate some basic personal information, both oral and written. They will develop some basic knowledge of traditional Chinese characters and some key components of Chinese culture, both traditional and modern, as well as a very general knowledge of Chinese history. The course will also prepare students for further studies in Chinese, either on their own or under instruction.

- ask for repetition, clarification and basic information such as names, family, dates, time, temperature and hobbies etc.
- speak with comprehensible pronunciation and intonation most of the time

II. TEXTBOOK
The course covers Lessons 1 to 5 in Integrated Chinese Level 1, Part 1, 3rd Edition, published by Cheng & Tsui Company. However, the course is not based on those lessons alone. Extensive supplementary materials, audio-visual and computer-based, are used throughout the term.

III. EVALUATION
The final grade for the term is based on students’ performance in the four categories of class work, homework assignments, quizzes and tests, as well as a final examination, with each one worth 25%.

1. Attendance
Due to the intensive nature of the course, it is imperative that students attend every class and on time. Attendance is compulsory and will be taken for every class during the term.

**Note**: Absences (of any kind – including medical and employment-related absences) and cumulative late arrivals will reduce the class work mark.

**A STUDENT MUST ATTEND A MINIMUM 80% OF CLASSES A TERM IN ORDER TO QUALIFY FOR A PASSING GRADE FOR THE TERM. FAILURE TO MEET THIS REQUIREMENT WILL AUTOMATICALLY RESULT IN A FAILING GRADE.**

2. **Homework Assignments (Details in handouts or to be discussed in class)**

Various types of take-home assignments, written, oral, aural and reading, will be given throughout the term. Although not all of the assignments will be, or can be submitted, it is essential that students complete all assignments and on time. The majority of assignments to be submitted are exercise packs photocopied from the workbook for *Integrated Chinese*. Assignments are to be submitted **on the dates specified on homework sheets, unless otherwise instructed**. **Marks will be deducted for late assignments based on the length of time that has elapsed.** All work submitted will be marked and returned to students in a timely fashion, usually within 10 days after submission.

3. **Class Work**

One important premise for this class is that language should be learned collaboratively through interaction and communication. Therefore, students are expected to participate in various pair and group activities. They will be asked regularly to hand in group or individual work used toward the calculation of their class work. It is essential that everyone contribute to group work; otherwise the individual’s mark may be affected.

*Students who miss any class work, regardless of their reasons, are encouraged to make it up and submit it for evaluation. However, the work will be checked, but NOT graded or used toward the final grade.*

4. **Quizzes and Tests**

Quizzes, including pop quizzes, and tests will be given on a regular basis throughout the term to ensure that students regularly review and adequately master the course material. For instance, a short test will be administered at the end of each unit. The quizzes and tests will be based on the material covered in the previous days and/or week(s) and will include one or more of such areas as listening, reading, writing, vocabulary, grammar etc. Specific information about each quiz and test will be given in due course.

**Note**: *Students ARE allowed to do make-up quizzes/tests WITHIN 7 DAYS of the quiz/test if they miss class on the day of the quiz/test. However, the make-up quizzes/tests may be more difficult and/or marked more strictly.*

5. **Final Examination**

A 3-hour final examination will be scheduled by the University. More details will be offered in class. Please note that the exam papers will not be returned to students: they may, however, be viewed by appointment.