

HGP Japanese Language Program

# Orientation

## Beginner High

一橋大学 Hitotsubashi University  
Hitotsubashi Center for Global Education

一橋大学 Hitotsubashi University

## Agenda

1. General Information on Classes
2. Course Registration
3. Course Content
  - ① Intermediate Low  
FQA
  - ② Beginner High  
FQA

一橋大学 Hitotsubashi University

# 1. General Information on Classes

一橋大学 Hitotsubashi University

ひとつばしだいがく  
  
**中級前半**  
 Intermediate Low

ひとつばしだいがく  
  
**初級後半**  
 Beginner High

ひとつばしだいがく  
  
**初級前半**  
 Beginner Low

一橋大学 Hitotsubashi University

## Course steps

ひとつばしだいがく  
  
**初級前半**  
 Beginner Low

➔

ひとつばしだいがく  
  
**初級後半**  
 Beginner High

➔

ひとつばしだいがく  
  
**中級前半**  
 Intermediate Low

➔

ひとつばしだいがく  
  
**中級**  
 Intermediate

If you successfully pass courses at the level you were placed in, you will be eligible for taking courses a level higher in the following semester.

一橋大学 Hitotsubashi University

## Classes will be conducted face-to-face.

- In principle, classes will be conducted face-to-face.
- Students who have not yet entered Japan or have been officially permitted to attend classes online by Hitotsubashi University may take classes online.
- Depending on the situation of the students, the mode of class delivery may change after the course registration period by consultation.

## 2. Course Registration

### Course Registration Period

Friday, **April 7** –  
Friday, **April 14**

#### How to Access: CELS

➔ 一橋大学HP ➔ 在学生の方へ ➔ **CELS**



#### Withdrawal (W) of your registered course(s)

If you have registered for a course and decided to withdraw from it after the registration period, you must process the withdrawal using the CELS Online Registration System during the withdrawal period. **After that period, you will not be able to withdraw.** Failure to complete the assigned (assessment) tasks will result in a **Fail grade (F)**.

#### Course Withdrawal:

**Monday, April 24 – Sunday, April 30**

### Course Enrollment Web Lottery

Decisions regarding the enrollment of Exchange students will be made by the web lottery.

#### First Web Lottery:

9:00 April 3 – 12:00 April 4 [JST]

#### Second Web Lottery:

17:00 April 5 – 14:00 April 6 [JST]

For details, contact the administration office.

### How to register

- If you are
  - > an **Exchange Student** (Undergraduate / Graduate)
  - > a **Research Student**



→ you should register via **Campus Education Learning System** online.

\* **Graduate Exchange Students** and **Research Students** may apply to the **Second Web Lottery**.

## How to register

- If you are a **Regular Graduate Student**  
→ you cannot apply to the Web Lottery

Please contact an administration office for registration.

## First Week Classes

- Classes during the first 2 weeks will be provided face-to-face.

→ If you are in Japan

Come to the classroom

- ※ Bring a PC and headphones to class

→ If you have not arrived yet

Access to ZOOM meeting

- ※ A link for the ZOOM meeting will be announced via **manaba**

## Before the class

Make sure to :

- install a **desktop app** for ZOOM.
  - sign up and create your account
- (only "signed-up" users will be able to "join a meeting")



## Self-registration on **manaba**

Hitotsubashi Center for Global Education  
Japanese Language Education Program

- Self-registration on **MANABA** is different from the **CELS** course registration. To enroll in the course as a regular student, you should complete the course registration procedure on **CELS**.
- **Exchange Students** and **Research Students** who win the Web Lottery will be automatically registered on **MANABA**.
- ★ **Regular Graduate Students** should make a temporary self-registration on manaba before the classes start.

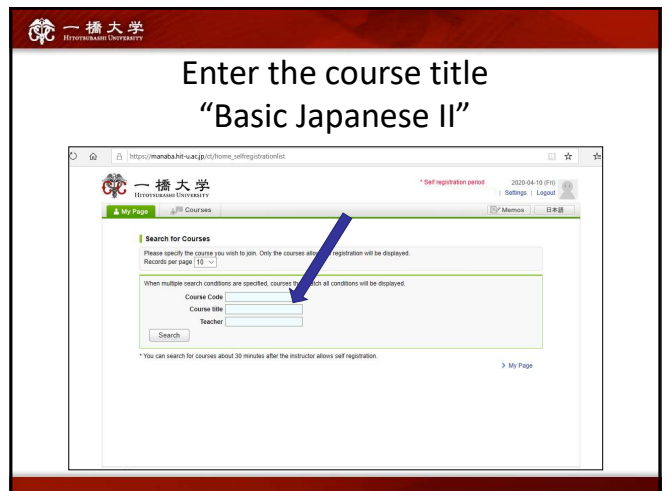
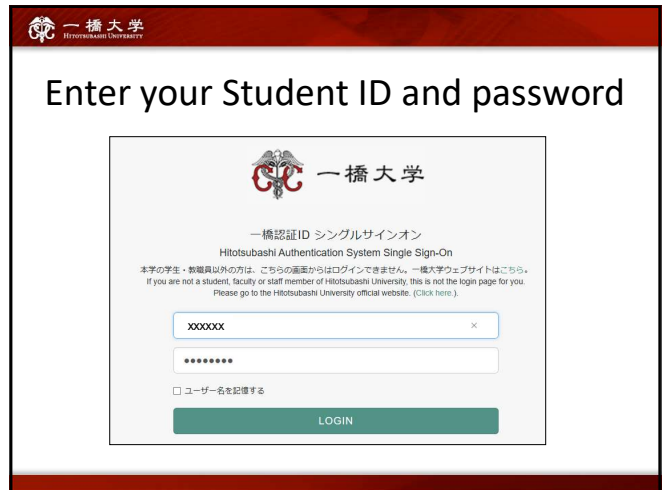
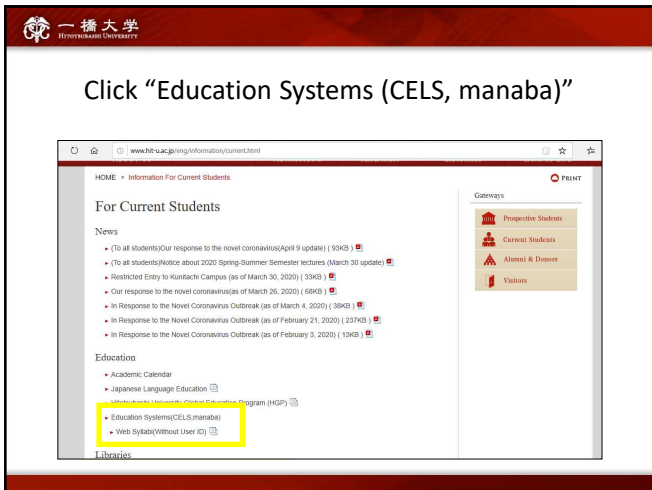
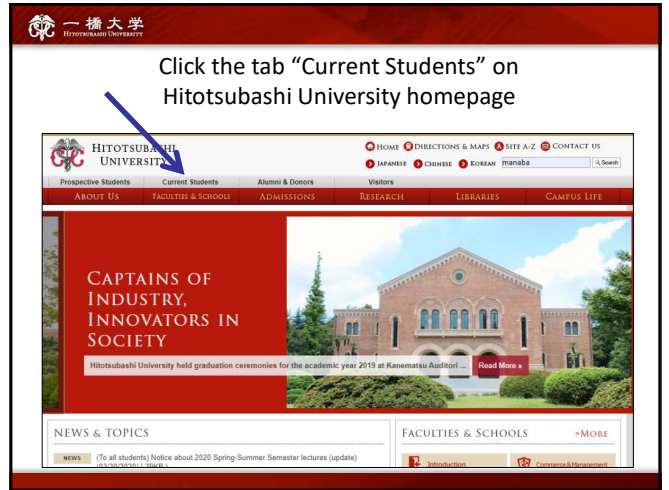
**NOTE!** After the registration period is closed, all students except regular students enrolled in the course will **be automatically** deleted from **MANABA**.

## Professors will post important news on **MANABA**

- ★ Zoom links (URL) for logging in to the classes online  
(for students who have not arrived in Japan)
- ★ important announcements and information on the courses

一橋大学  
Hitotsubashi University

Make sure you have  
Student ID and the password



一橋大学  
Hitotsubashi University

A list of courses will appear.  
Click "Basic Japanese I"

Course Code	Course	Course Instructor	Year	Lecture Info
SHB70201	Basic Japanese II		2020	Spring/Summer Mon., Thu. Wed., Thu., Fri.
SHB70101	Basic Japanese I		2020	Spring/Summer Mon., Thu. Wed., Thu., Fri.
SHB70202	Basic Japanese II		2020	Autumn/Winter Mon., Thu. Wed., Thu., Fri.
SHB70102	Basic Japanese I		2020	Autumn/Winter Mon., Thu. Wed., Thu., Fri.
SHB70201	Basic Japanese II		2019	Spring/Summer Mon., Thu. Wed., Thu., Fri.
SHB70101	Basic Japanese I		2019	Spring/Summer Mon., Thu. Wed., Thu., Fri.

一橋大学  
Hitotsubashi University

Course Registration

You are about to complete self registration to the course(s) below.  
Please confirm the course information displayed is correct before clicking the Register button.  
After the self registration period, courses that you do not finalize registration for via the Student Information System may be deleted after the adding deadline.

Course Code	Course	Course Instructor	Year	Lecture Info
SHB70101	Basic Japanese I		2020	Spring/Summer ...

Register

After you click the button "Register", the following message will be displayed.  
"Self registration is complete. If you would like to finalize the registration, please do so using the Student Information System."

一橋大学  
Hitotsubashi University

When the self-registration is complete,  
the course will be added to "My Courses" list.

一橋大学  
Hitotsubashi University

Receive manaba COURSE NEWS via mail

Make sure to **change reminder settings** in order to receive announcements to your email.

一橋大学  
Hitotsubashi University

Important announcements

The self registration period is currently in effect. After the self registration period, there is a possibility that you cannot use the course you have not finalize registration for via the Student Information System.

Drop this course

Course News

There are no news.

Threads (latest first)

There are no threads.

一橋大学  
Hitotsubashi University

Click "Settings"

Announcements

- 2020-04-01: [重要] manaba/リマインダ登録済登録用のメールアドレス設定変更について (お知らせ)
- 2020-03-27: [重要] respon(アプ) (manaba上での電子出欠機能) インストール方法について
- 2020-03-23: [重要] manaba 自己登録期間開始について (連絡)
- 2019-05-21: お知らせ
- 2019-04-20: [重要] 講座内容の公開について (注意喚起)
- 2017-04-21: ファイルをアップロードする際の注意事項
- 2017-04-01: [重要] 履修・授業・履修・履修等の情報について
- 2017-03-29: [重要] 公開資料及び電子科目一覧に更新があります。(平成29年3月29日現在)
- 2017-03-21: 2017年度からmanabaのコース運用について

Submission History

There is no submission history.

About Self Registration

If you wish to be granted access to a course you plan to take before the adding deadline, please request self registration. After the self registration period, there is a possibility that you cannot use the course you have not finalize registration for via the Student Information System.

一橋大学 Hitotsubashi University

## Click "Change reminder settings"

一橋大学 Hitotsubashi University

- In the field "All reminders" select "Receive".
- Fill in your regular Email address (and the cellphone Email address) that you want reminders to be sent to.

Please use the email address you check daily.

一橋大学 Hitotsubashi University

- Click "save and sent test mail" at the bottom of the screen.
- You will receive the following message:

This email was generated automatically by manaba to confirm if you have set up a correct email address."

一橋大学 Hitotsubashi University

## 3. Course Content

一橋大学 Hitotsubashi University

## Japanese Language Courses

一橋大学 Hitotsubashi University

### Students eligible for the Beginner High courses

① Took the Japanese Language Placement

OR

②

- Passed Basic Japanese I
- Passed Introduction to Japanese Language

Beginner Low

Beginner High



一橋大学 Hitotsubashi University

## Basic Japanese II

- an intensive course
- 5 classes per week (5 credits)
- designed for students who want to learn the Japanese language intensively and major in the Japanese language at their home universities.

## Comprehensive Japanese for Beginners

- a light course
- 3 classes per week (3 credits)
- designed for students who plan to study at Hitotsubashi University for 1 semester or more and want to learn Japanese at a slow pace.

一橋大学 Hitotsubashi University

## Course paths for 1-Year students

### Intensive path (fast track)

Spring-Summer: **Basic Japanese II** → if successfully passed → step up to a higher level → Autumn-Winter: **Intermediate Low**

**NOTE!**

- tight schedule
- fast learning pace, much homework
- mastering your Japanese in a short period
- no time for traveling and adjusting to the new environment

- Intermediate Japanese I Speaking
- Intermediate Japanese I Reading
- Intermediate Japanese I Writing
- Intermediate Japanese I Kanji & Vocabulary

一橋大学 Hitotsubashi University

## Course paths for 1-Year students

### Intensive path (slow track)

Spring-Summer: **Comprehensive Japanese for Beginners** → stay at the Beginner High level → deepen your knowledge and skills → Autumn-Winter: **Basic Japanese II**

**NOTE!**

- You can start at a slow pace to have time to adjust to the new environment and to fill in the blanks in your knowledge to get prepared for the intensive course.
- You **cannot proceed** to the Intermediate Low level.

一橋大学 Hitotsubashi University

## Course paths for 1-Year students

### Non-intensive path

Spring-Summer: **Comprehensive Japanese for Beginners** → Autumn-Winter: **No Japanese language classes.**

Devote your free time to self-study and explore Japan outside the classroom!

**NOTE!**

- Check the requirements at your home university.
- You **cannot proceed** to the Intermediate Low level.

一橋大学 Hitotsubashi University

## Course paths for 6-Months students

### Intensive path

Spring-Summer: **Basic Japanese II** → Autumn-Winter: Return to your home university

\* Complete learning Japanese basics to step up to a higher level at your home university.

**NOTE!**

- tight schedule
- fast learning pace, much homework
- mastering your Japanese in a short period
- no time for traveling and adjusting to the new environment

一橋大学 Hitotsubashi University

## Course paths for 6-Months students

### Non-intensive path

Spring-Summer: **Comprehensive Japanese for Beginners** → Autumn-Winter: Return to your home university

\* Broaden your knowledge in Japanese basics and improve your skills at a slow pace.

**NOTE!**

- Check the requirements at your home university.

# Basic Japanese II

VS.

# Comprehensive Japanese for Beginners

## Course Instructors

Course Coordinator      ツオイ エカテリーナ  
[tsoy.e@r.hit-u.ac.jp](mailto:tsoy.e@r.hit-u.ac.jp)  
 Office Hour: by appointment

### Other Instructors

#### Basic Japanese II

しむら ゆかり  
 なかがわ じゅんこ  
 中川 純子  
 すぎもと みほ  
 杉本 美穂  
 やまざき まゆみ  
 山崎 真弓

#### Comprehensive Japanese for Beginners

う りじや  
 鳥 日哲  
 こ いちゆん  
 胡 芸群

## 3.1 Timetable

Course Period:  
April 10 – July 19

	Mon	Tue	Wed	Thu	Fri
1 <sup>st</sup> 8:45 - 10:30	BJ II	BJ II	BJ II		CJB
2 <sup>nd</sup> 8:45 - 10:30	CJB		CJB	BJ II	BJ II

### Basic Japanese II

- 5 classes per week (5 credits)
- Students should attend all 5 classes.

### Comprehensive Japanese for Beginners

- 3 classes per week (3 credits)
- Students should attend all 3 classes.

★ Students are **not allowed** to take both courses during the same semester.

## 3.2 Textbooks




一橋大学  
Hitotsubashi University

**Basic Japanese II**

**Comprehensive Japanese for Beginners**



should be purchased



optional




should be purchased

Textbooks and workbooks are available at Hitotsubashi Coop online bookstore.


一橋大学  
Hitotsubashi University

1. "GENKI Vol.2: An Integrated Course in Elementary Japanese (Third Edition)"  
The Japan Times, ¥3600+tax,  
ISBN: 978-4-7890-1732-9





↑  
should be purchased

2. **OPTIONAL**  
"GENKI Vol.2 WORKBOOK (Third Edition)"  
The Japan Times, ¥1700+tax,  
ISBN-13: 978-4-7890-1733-6



optional





**NOT the 2nd Edition!**

一橋大学  
Hitotsubashi University

1. "Marugoto: RIKAI Elementary 2 (A2)"  
The Japan Foundation, Sanshusha.  
1900 yen + TAX  
ISBN: 978-4-384-05757-7



should be purchased

2. Listening materials, supplementary materials for "Marugoto: Rikai Elementary 2 (A2)"  
Digital audio files, Vocabulary index, etc. (for FREE)  
[https://www.marugoto.org/en/download/elementary2\\_c/](https://www.marugoto.org/en/download/elementary2_c/)



**NOT "KATUDOO"**

一橋大学  
Hitotsubashi University

- Supplementary materials will be distributed before classes via MANABA.
  - ★ Students should check the MANABA course page and download handouts before every class.
- Copies of textbooks will be distributed in class (only for the first week).  
Regular students enrolled in the course **MUST purchase textbooks as soon as possible.**

一橋大学  
Hitotsubashi University

## 3.3 Schedule

一橋大学  
Hitotsubashi University

## Course Description Materials

Download the course description materials from the "**Resources**" on the **manaba** course page.

1. Spring-Summer Semester 2023 Syllabus
2. Spring-Summer Semester 2023 Schedule
3. "How To" materials

Download the schedules from the “Resources” on the BJ2 or CJB manaba course page.

### Use the class schedules to:

- preview lessons;
- get prepared for quizzes;
- submit assignments on time;
- manage your time effectively.

★ Class schedules may be subject to change.

## 3.4 Grading

### Basic Japanese II

Final Exam, Final Video	30%
Midterm Exam	20%
Homework	10%
<small>(Writing Assignments, Shadowing)</small>	
Grammar Quizzes	10%
Kanji Quizzes	10%
Vocabulary Quizzes	10%
Participation	10%
<hr/>	
	100%

### Comprehensive Japanese for Beginners

Final Exam, Presentation	30%
Midterm Exam	20%
Homework (Grammar Exercises)	20%
Vocabulary & Kanji Quizzes	15%
Participation	15%
<hr/>	
	100%

### Attendance

- **No audit** is allowed. Students who want to attend Japanese learning classes are required to register.
- Being absent or late to class **will be penalized** with a total score reduction.
- Keep in touch with the class instructors if you have any problems with attendance.

### Homework

- You will be given homework assignments on a regular basis. **Check the course schedule and meet deadlines.**
- You should submit your homework at the beginning of the class following the instructor’s directions.  
**No submission after the deadline is accepted.**
- Incomplete or incorrectly done homework will NOT be accepted and will be marked as 0.

### Quizzes

- Quizzes will usually be given at the beginning of the class.  
**If you come late, you will miss the quiz.**
- No make up for quizzes.

## Exams

- You may make up for midterm and final exams **ONLY IF YOU HAVE SERIOUS CIRCUMSTANCES**. In this case, you should submit a written explanation and inform the **coordinator** as soon as possible.
- Exams should be made up within a week of the scheduled time and will NOT be given before the scheduled test dates. The score on a makeup exam will be reduced by 10 %.

- ALL the courses are taught by the “direct method,” which means that classes are conducted **only in Japanese**.
- **We have strict rules on attendance.**  
If students miss classes, it will be difficult to catch up and successfully complete the course.

## FQA

How do we entry for the classes?

*Submit “Students Information Sheet” on the manaba “Surveys” page.*

*\*Only students who have already decided to take the class.  
It is not the official course registration.*

## FQA

Can we attend various classes during the first week? (Just try in order to decide which class I would take)

- ▶ *Due to the registration system, YES.  
But if you miss a class, you will have to catch up on the lesson content by yourself (no extra classes for catch up).*

## FQA

My major class conflicts with the Japanese class.  
(i.e., Japanese Economics and BJ2 both are scheduled on the same day and same period )  
Is it possible to be absent from some classes in a week?

- ▶ **NO.** *You must attend all classes.  
(5 classes a week for BJ2 or 3 classes a week for CJB)*

## FQA

Can we apply to the web lottery for both BJ2 and CJB?  
(In order to decide which class to take and opt-out during the withdrawal period)

- ▶ *Due to the registration system, Yes.  
**BUT!**  
By applying for both BJ2 and CJB, you may deprive other students of the opportunity to take Japanese classes. To avoid such trouble, please carefully read the course materials (syllabus and schedule) and choose **only one**.*