



一橋大学

Hitotsubashi University

HGP Japanese Language Program

Orientation


Beginner Low

一橋大学

Hitotsubashi University

Hitotsubashi Center for Global Education

1



一橋大学

Hitotsubashi University

Today's materiales

1. Courses by Level and Topics


2. Japanese Courses Spring-Summer 2024

3. About the Web Lottery, Course Registration and Withdraw

4. How to use manaba

5. Beginner Low

3



一橋大学

Hitotsubashi University

Agenda

1. General Information on Classes

2. Course Registration

3. Course Content

3.1 Timetable


3.2 Textbooks

3.3 Syllabus

3.4 Grading

4. FQA

4



一橋大学

Hitotsubashi University

1. General Information on Classes

5



一橋大学

Hitotsubashi University

Japanese Language Program

in HGP (Hitotsubashi University Global Education Program)

ひよつばしなさいかい

中級前半

Intermediate Low

ひよつばしなさいかい

初級後半


Beginner High

ひよつばしなさいかい

初級前半

Beginner Low

6



一橋大学

Hitotsubashi University

Course steps

ひよつばしなさいかい

初級前半

Beginner Low

➡

ひよつばしなさいかい

初級後半

Beginner High

➡

ひよつばしなさいかい

中級前半

Intermediate Low

➡


ひよつばしなさいかい

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.

7




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, the mode of class delivery may change after course registration period by consultation.

8



一橋大学  
 Hitotsubashi University

## 2. Course Registration

9




一橋大学  
 Hitotsubashi University

### Course Registration Period

Wednesday, **April 10** –  
 Wednesday, **April 17**

10



一橋大学  
 Hitotsubashi University

### Course Enrollment Web Lottery

Decision regarding the enrollment of **BASIC JAPANESE I** for Exchange students will be made by the web lottery.

**First Web Lottery:**  
 9:00 April 4 – 12:00 April 5 [JST]

**Second Web Lottery:**  
 17:00 April 8 – 14:00 April 9 [JST]

For details, contact the administration office.

11



一橋大学  
 Hitotsubashi University


### How to Register

- Students should register via **Campus Education Learning System (CELS)** online.



- **Undergraduate Exchange Students** may apply to the First and Second Web Lottery.
- **Graduate Exchange Students, Research Students and Regular Graduate Students** may apply to the **Second Web Lottery**.

12

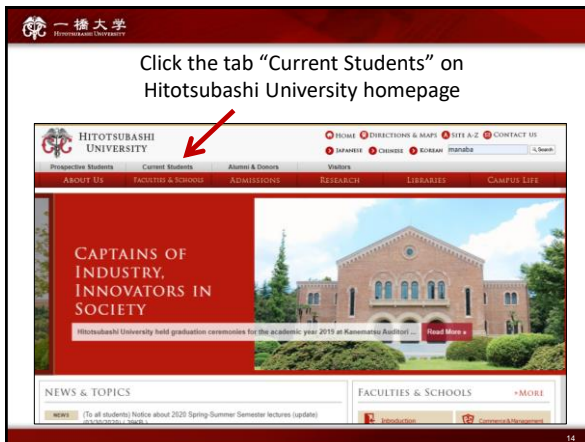


一橋大学  
 Hitotsubashi University

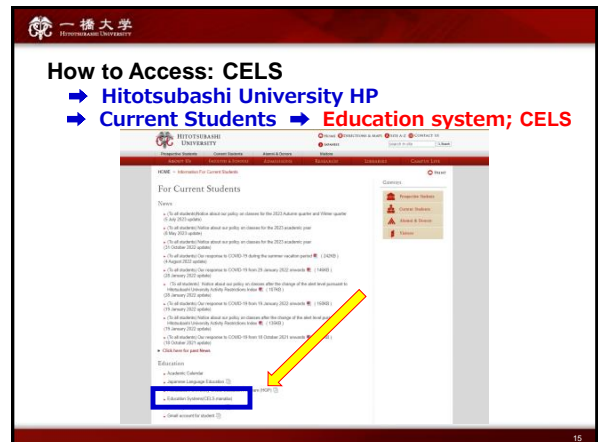
### How to Register

		Via CELS	1 <sup>st</sup> lottery	2 <sup>nd</sup> lottery
Exchange Students	Under-graduate	○	○	○
	Graduate	○	×	○
Regular Graduate Students		○	×	○
Research Students		○	×	○

13



14



15

**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 then to complete the assigned (assessment) tasks will result in a **Fail grade (F)**.

**Course Withdrawal:**  
**Wednesday, April 24 – Tuesday, April 30**

16

ポータルシステム **manaba**

# Self-registration on **manaba**

Hitotsubashi Center for Global Education  
 Japanese Language Education Program

17

- 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.**
- Students who win the Web Lottery will be automatically registered on **MANABA**.

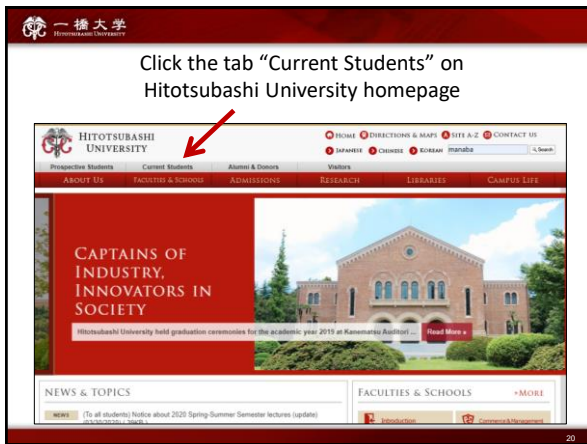
**NOTE!** After the registration period is closed, all students **except** regular students enrolled in the course will **be automatically** deleted from **MANABA**.

18

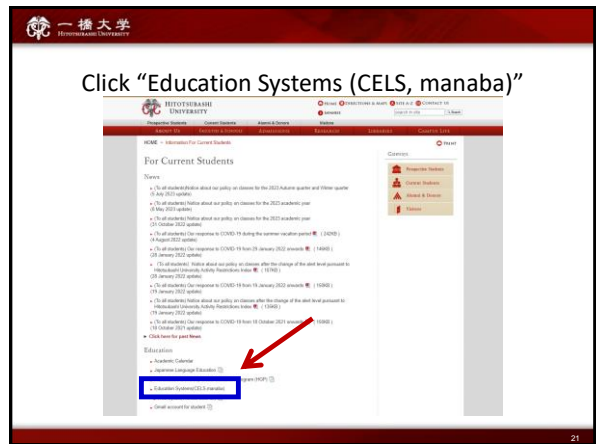
**Professors will post important news on **MANABA****

- ★ Make sure you have Student ID and the password to access manaba.
- ★ Adjust the reminder settings to receive important announcements via email.

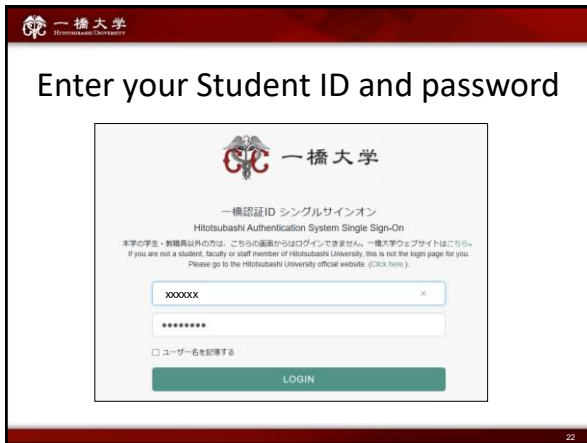
19



20



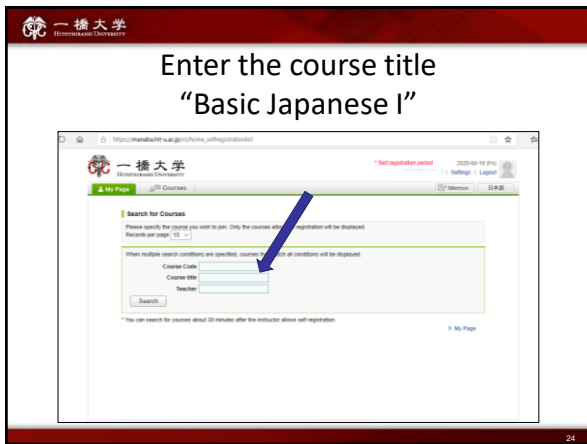
21



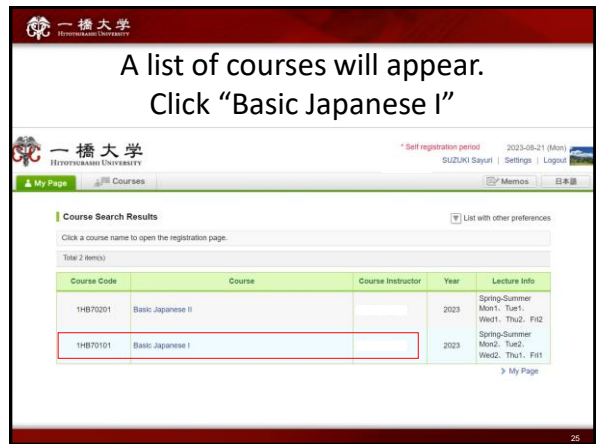
22



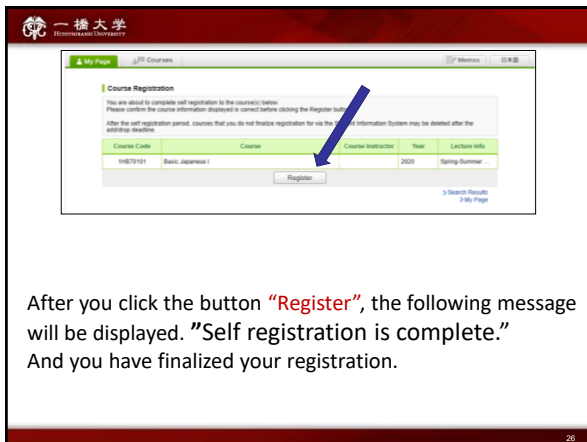
23



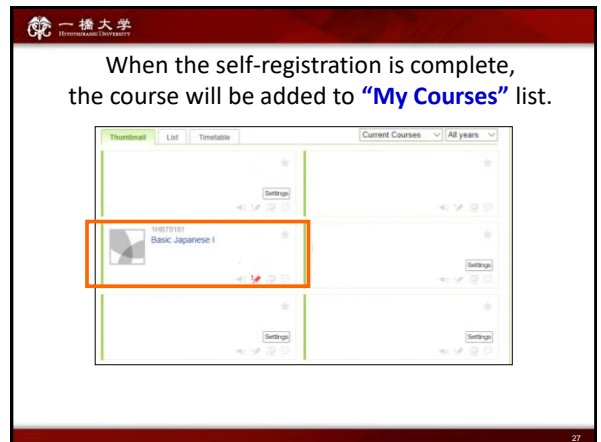
24



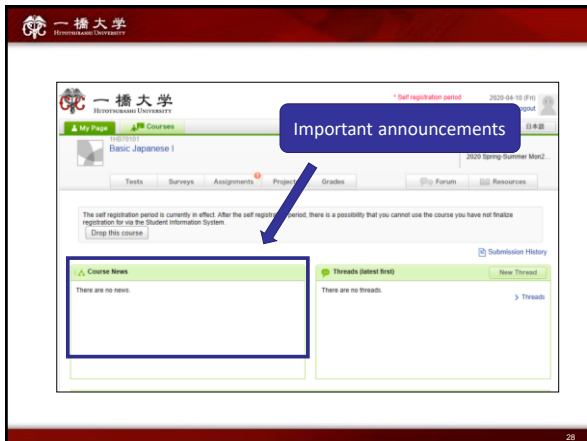
25



26



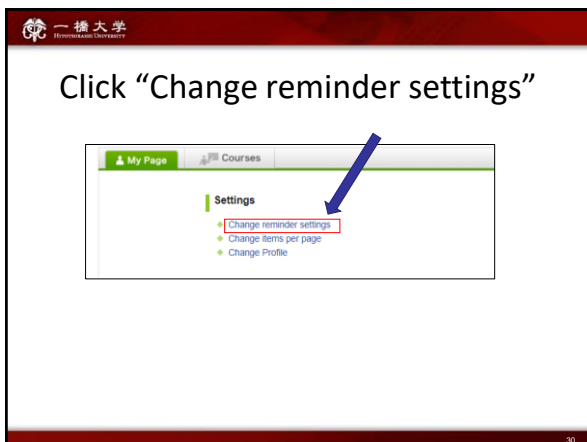
27



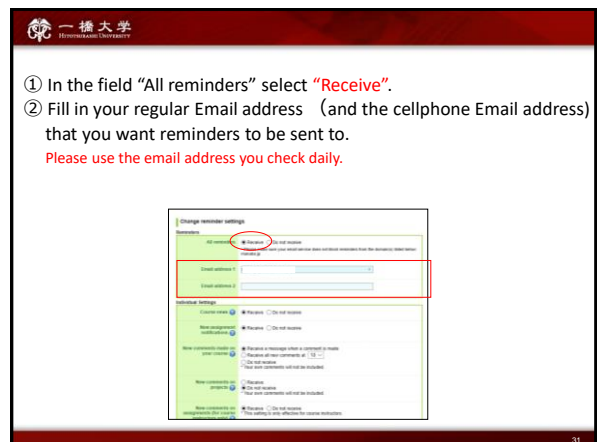
28



29



30



31

① Click “save and send test mail” at the bottom of the screen.

② You will receive the following message:

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

32

# 3. Course Content

33



**一橋大学**  
 HIMEGAKI UNIVERSITY


**初級前半**  
**Beginner Low**

**Japanese Language Courses**

34

34



一橋大学  
HITOTSUBASHI UNIVERSITY

## Basic Japanese 1

- 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.

## Introduction to Japanese Language

- 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 start learning Japanese at a slower pace.

36

35

**1st Semester**

Basic Japanese 1

if successfully passed  
step up  
to a higher level

**2nd Semester**

Beginner High

**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

36

一橋大学  
Hitotsubashi University

# Course paths for 1-Year students

## Intensive path (slow track)

**1st Semester**  
Introduction to Japanese Language

→ the Beginner Low level → deepen your knowledge and develop basic skills → the Beginner High level →

**2nd Semester**  
Basic Japanese 1

37

一橋大学  
Hitotsubashi University

## Course paths for 1-Year students

### Non-intensive path

**1st Semester**  
Introduction to Japanese Language

→

**2nd Semester**  
No Japanese language classes.  
Devote your free time to self-study and explore Japan outside of the classroom!

**NOTE!**

- Check the requirements at your home university.
- You **cannot proceed** to the Beginner High level.

38

38

一橋大学  
Hitotsubashi University

## Course paths for 6-Months students

### Intensive path

**1st Semester**  
Basic Japanese 1

→

**2nd Semester**  
Return to your home university

\* Master the first half of 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

39

39

一橋大学  
Hitotsubashi University

## Course paths for 6-Months students

### Non-intensive path

**1st Semester**  
Introduction to Japanese Language

→

**2nd Semester**  
Return to your home university

\* Get familiar with the Japanese writing system, and enjoy the first steps in learning Japanese.

**NOTE!**

- Check the requirements at your home university.

40

40

一橋大学  
Hitotsubashi University

Basic Japanese 1 → Basic Japanese 2

Introduction to Japanese Language → Basic Japanese 1

**X**

Comprehensive Japanese for Beginners

• Even if you successfully pass Introduction to Japanese Language, you **will not be able to proceed to Basic Japanese 2** nor to **Comprehensive Japanese for Beginners** in the following semester.

41

41

一橋大学  
Hitotsubashi University

Basic Japanese 1

VS.

Introduction to Japanese Language

42

42

一橋大学  
Hitotsubashi University

## Course Instructors

Course Coordinator: SUZUKI Sayuri  
[suzuki.s@r.hit-u.ac.jp](mailto:suzuki.s@r.hit-u.ac.jp)  
Office Hour: by appointment

Other Instructors

Basic Japanese 1	Introduction to Japanese Language
SHIMURA, Yukari	TSOY, Ekaterina
YI, Jungmi	KO, Ichun
KITSU, You	TAKAHASHI, Orie
YAMAZAKI, Mayumi	ENDO, Yuko

43

43

一橋大学

Hokkaido University

The number of students who can be enrolled in each course depends on the classroom capacity. (Being determined by web lottery for BJ1)

Basic Japanese 1

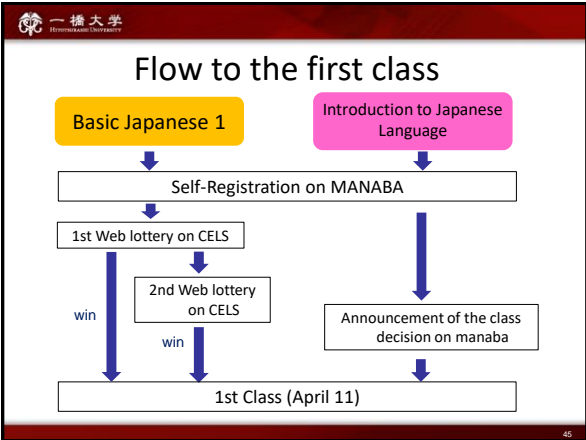
- Maximum **16 students**

Introduction to Japanese Language

- Maximum **72 students**
- If the number of enrollees exceeds the limit, the students will be divided into 2 classes (Introduction to Japanese Language① and Introduction to Japanese Language ②). Each class will be conducted in the same period of the timetable, BUT in DIFFERENT CLASSROOMS

In this case, the IJL course coordinator will announce which class you are enrolled in (① or ②). Please be sure to **set the REMINDER settings on manaba in order to receive important announcements about the classrooms by email.**

44



45

一橋大学

Hokkaido University

## 3.1 Timetable

46

一橋大学

Hokkaido University

### Course Period: April 11 – July 19

	M.	T.	W.	Th.	F.
1st 8:45 - 10:30	IJL ①②		IJL ①②	BJ1 Room 4204	BJ1 Room 4204
2nd 10:45 - 12:30	BJ1 Room 4204	BJ1 Room 4204	BJ1 Room 4204		IJL ①②

The classroom for IJL will be announced via manaba course news.

47

一橋大学

Hokkaido University

Basic Japanese 1

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

Introduction to Japanese Language

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

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

48


一橋大学

Hokkaido University

## 3.2. Textbooks

49







一橋大学  
Hitotsubashi University


# Basic Japanese 1

1. “GENKI Vol.1: An Integrated Course in Elementary Japanese (The Third Edition)” The Japan Times, ¥3600, ISBN: 978-4789017305

2. “GENKI Vol.1 WORKBOOK (The Third Edition)” The Japan Times, ¥1700, ISBN-13: 978-4789017312

3. Handouts and listening materials






NOT the 2nd Edition!

Textbooks and workbooks are available at Hitotsubashi Coop online bookstore.

50




一橋大学  
Hitotsubashi University


# Main Textbook Structure

• Conversation and Grammar Section

① Dialogue



51




一橋大学  
Hitotsubashi University


# Main Textbook Structure

• Conversation and Grammar Section

② Vocabulary  
used in the Vocabulary Quiz  
and learning activities in class



52




一橋大学  
Hitotsubashi University

# Main Textbook Structure


• Conversation and Grammar Section

③ Grammar  
used for self-study and  
class preparation

Students should read  
Grammar Notes **BEFORE** the class  
and come prepared.



53




一橋大学  
Hitotsubashi University


# Main Textbook Structure

• Reading and Writing Section

① Kanji  
used in Kanji Quiz and  
class preparation



54




一橋大学  
Hitotsubashi University

# Main Textbook Structure

• Reading and Writing Section

② Reading part  
used in Reading Activities in class



55

9

一橋大学

Hokkaido University

## Workbook Structure

- Grammar / Listening Comprehension / Kanji

Used for Homework.

Do exercises and submit the designated pages on the due date.

56

一橋大学

Hokkaido University

## Introduction to Japanese Language

- “Marugoto: Starter (A1) Rikai” (Japan Foundation) , Sanshusha, ¥1,700, ISBN: 978-4-384-05753-9 C0081
- Handouts and listening materials

Starter (A1)

Rikai

NOT Katsudoo!

Textbooks are available at the university bookstore in the West Campus.

57

一橋大学

Hokkaido University

## Main Textbook Structure

- Conversation and Grammar Section

- Vocabulary include Kanji (Very basic one)

58

一橋大学

Hokkaido University

## Main Textbook Structure

- Conversation and Grammar Section

- Vocabulary

Supplementary Material

- Workbook used in the Vocabulary Quiz and learning activities in class

59

一橋大学

Hokkaido University

## Main Textbook Structure

- Conversation and Grammar Section

- Dialogue & Grammar

60

一橋大学

Hokkaido University

## Main Textbook Structure

- Conversation and Grammar Section


- Grammar

Supplementary Material

- Grammar Notes used for self-study and class preparation

Students should read Grammar Notes BEFORE the class and come prepared.

61




一橋大学  
Hitotsubashi University


## Main Textbook Structure

- Reading and Writing Section


④ Reading



⑤ Writing



62




一橋大学  
Hitotsubashi University

## Homework


- Grammar

Homework.

Do exercises and submit the designated pages on the website.



63




一橋大学  
Hitotsubashi University

- Supplementary materials will be distributed before classes via MANABA.
  - ★ Students should check MANABA course page and download handouts before every class.
- Copies of Lesson 1 will be distributed in class (only for the first week).

Regular students enrolled in the course **MUST** purchase both textbook and workbook as soon as possible.


64



一橋大学  
Hitotsubashi University

## 3.3. Syllabus


65



一橋大学  
Hitotsubashi University


## Check Web Syllabus

- Time and Classroom
- Instructors
- Class Schedule Details
- Textbook
- Grading etc.



<https://www.hit-u.ac.jp/eng/>  
→ Syllabus Search

66



一橋大学  
Hitotsubashi University

## Syllabus search

Search!

### Syllabus Search

Please click the link in the upper right if you want to write in Japanese.

Academic Year: 2023

Faculty/Department: International Linkage

Quarter(s): Autumn-Winter

Course: Basic Japanese I

Day: Not specified

Period: Not specified

Language: Not specified


Online Registration: All Applied Not Applied

Keyword:

search results: 20 results

Search Clear

67




# Course Description Materials

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

1. Spring-Summer Semester 2024 Syllabus
2. Spring-Summer Semester 2024 Course Schedule
3. “How To” materials

68




# How to check your schedule

2022AW Basic Japanese I Schedule  
2nd Period (10:45-12:30)  
G: Grammar WB: Workbook KHW:Kanji homework KG:Kanji Quiz VG:Vocabulary Quiz RP:Roleplay

abbreviation

	9/26	9/27	9/28	9/29	9/30
Quiz	Hiragana Quiz ③		Katakana Quiz①		VG (L4)
HW	WB 2-A		WB 2-B		Writing (L3)
	L3 G2,3:~ようび, に/へ[Direction]	L3 G2,3,4: Time words/に[Time]/ いっ	L3 G3, 5, 6, 7:て [Place]~ませんか	p38 [3~7] L3 G8: は, Dialogue, RolePlay, Reading and Writing	LA G1,2:~は [Position]です/に ~かあります/います
	Kanji(L3) 一二三四五	Kanji (L3) 六七八九	Kanji (L3) 五十千万円時	Kanji (L3) Review	Kanji (L4) 日本人
	10/3	10/4	10/5	10/6	10/7
Quiz	WB 3-A	Katakana Quiz②	WB 3-B, KHW3-2	KG (L3)	VG (L5)
HW	p42 [4~2]		p48 [4~8]		Writing (L4)
	LA G1,3,7:[EVENT]か あります/たくさん /Noun [Past]	LA G4,5,6,8: Verb[Past]/~に/から /て/~も	LA まとめ, Dialogue, RP	LA Reading and Writing	L5 G1: い/な Adjective[Present], どんな
	Kanji (L4) 月火水	Kanji (L4) 木金土曜	Kanji (L4) 上下中半	Kanji (L4) Review	Kanji (L5) 山川花鳥

69



• Homework & due: Submit the WORKBOOK tasks Lesson2 in the class on 26<sup>th</sup> September.

• Submit Writing Assignment for Lesson3 on this day in class.

• Learn the vocabulary for lesson 4 given in the textbook (P104-105) and be prepared for the quiz.

• Kanji quiz for lesson 3 given in the textbook (P104-105) and be prepared.


• Kanji Homework (KHW) Submit the WORKBOOK “Using Kanji” (Lesson2-2) tasks on P134 on this day in class.

• Grammar and expressions learned in class. Read Grammar Notes 4,5,6,8 (P110-113) given in the textbook before the class.

• Kanji learned in class. Check the meaning, correct reading and writing order of each kanji. (P308-309) before the class.

	9/26	9/27	9/28	9/29	9/30
Quiz	Hiragana Quiz ③		Katakana Quiz①		VG (L4)
HW	WB 2-A		WB 2-B		Writing (L3)
	L3 G2,3:~ようび, に/へ[Direction]	L3 G2,3,4: Time words/に[Time]/ いっ	L3 G3, 5, 6, 7:て [Place]~ませんか	p38 [3~7] L3 G8: は, Dialogue, RolePlay, Reading and Writing	LA G1,2:~は [Position]です/に ~かあります/います
	Kanji(L3) 一二三四五	Kanji (L3) 六七八九	Kanji (L3) 五十千万円時	Kanji (L3) Review	Kanji (L4) 日本人
	10/3	10/4	10/5	10/6	10/7
Quiz	WB 3-A	Katakana Quiz②	WB 3-B, KHW3-2	KG (L3)	VG (L5)
HW	p42 [4~2]		p48 [4~8]		Writing (L4)
	LA G1,3,7:[EVENT]か あります/たくさん /Noun [Past]	LA G4,5,6,8: Verb[Past]/~に/から /て/~も	LA まとめ, Dialogue, RP	LA Reading and Writing	L5 G1: い/な Adjective[Present], どんな
	Kanji (L4) 月火水	Kanji (L4) 木金土曜	Kanji (L4) 上下中半	Kanji (L4) Review	Kanji (L5) 山川花鳥

70




# 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.

71



# 3.4. Grading

72



# Grading

BJ1	IJL
Final Exam 20%	Final Exam 20%
Midterm Exam 15%	Midterm Exam 20%
Quizzes 10%	Presentation 10%
Vocabulary Quizzes 10%	Quizzes 20%
Homework (Workbook) 15%	Homework 15%
Writing Assignments 10%	Participation 15%
Final Presentation 10%	
Participation 10%	
100%	100%

73

一橋大学  
Hitotsubashi University

## Attendance

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

74

74

一橋大学  
Hitotsubashi University

## Attendance

- If you are late for **less than 20 minutes**, your score will be reduced by **20%**. If you are late or leave the class for either **20 minutes or more** after the class has started, your score will also be reduced by **30%**.

75

75

一橋大学  
Hitotsubashi University

## 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.** It will NOT be marked if submitted after due date.
- Incomplete or poorly done homework will NOT be accepted. If more than half of the assignment is incorrect, it will not be marked.

76

76

一橋大学  
Hitotsubashi University

## Quizzes

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

77

77

一橋大学  
Hitotsubashi University

## Exams

- Midterm and Final Exams include Speaking, Listening, and Reading Tests.
- Final presentation is also evaluated.
- You may make up for midterm, and final exam **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 prior to the scheduled test dates. The score on a make-up exam will be reduced by 10 %.

78

78

一橋大学  
Hitotsubashi University

## NOTE:

**We take attendance very strictly.**

If students miss some classes, it will be difficult for them to catch up and successfully complete the course.

79

79

一橋大学

Hito University

4. FQA

1. How do we entry for the classes?

Submit "Face Sheet for BJ1/IJL course" on manaba "Surveys" page.

\* Only students who have already decided taking the class.

After you submit "Face sheet for BJ1/IJL", access to MANABA course "Resources" page, and take "Pre-lesson for starters of BJ1/IJL". This page guides some self-study materials such as Japanese writing system, Hiragana & Katakana and "how to type" Japanese.

80

一橋大学

Hito University

1) Face sheet for BJ1/IJL"

一橋大学

Hito University

Basic Japanese I

Tests

Surveys

Assignments

Projects

Grades

Face sheet

1. The name you would like to be called in class. 1.  (A, 力必須)

2. Nationality. 1.  (A, 力必須)

3. Home University. 1.  (A, 力必須)

81

一橋大学

Hito University

2) Pre-lesson for starters of BJ1/IJL

Resources (Latest First)

Pre-Lesson for star...  
2020-04-23 18:21

Homework Sheet  
2020-04-23 18:18

Pre-Lesson for starters of BJ1/IJL

82

一橋大学

Hito University

4. FQA

2. Can we entry for both classes?

(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 BJ1 and IJL, 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.

83

一橋大学

Hito University

4. FQA

3. My major class conflicts with Japanese class. (i.e. Japanese Economics and BJ1 both are lectured in same day and same period ) Is it possible to be absent some classes in a week?

NO. You must attend all classes.

(BJ1: 5 classes a week, IJL: 3 classes a week)

84

一橋大学

Hito University


4. FQA

4. I would like to ask about the credits transfer with my home university.

Please ask administration office or Academic Advising Session (Q&A Session about course selection) 13:30-14:30 [JST] on 29th March at Mercury Tower 7F.

85

14




### 4. FQA

5. Can we watch on-demand video of BJ1 or IJL courses if we entry?

➤ **NO.** Both courses are conducted face-to-face on time in the 1<sup>st</sup> or 2<sup>nd</sup> period.


Any On-demand videos for regular students will not be provided.



### 4. FQA


6. Is it possible to change the level if I feel this level will not be suitable for me?

➤ Basically, **NO.** Students are expected to take classes in the level you were placed.



### Academic advising session

~Classrooms 教室編~



Here now!

Tomorrow (13:30-14:30)  
Mercury Tower 7F