

Japanese 2B/2E

Section 1

Instructor/Title	FUKUIKE Akimi / Associate professor
Office/Building	3318 / Building No.3
Office Hours	Monday & Wednesday 13:30-14:30 (subject to change due to class schedule)
Contacts (E-mail)	afukuike@kansai-gaidai.ac.jp

【Course Outline / Description】

The second level of Elementary Spoken Japanese. New students must pass a placement test in order to enroll. This course will cover Lesson 6 through Lesson 12 of Genki I third edition. Students will continue to develop their Japanese language from the basic skills of communication. The course focuses on extensive speaking and listening practice, introducing vocabulary, grammar and expressions. Approximately 300 words will be introduced.

Section 2

【Course Objectives/Goals/Learning Outcomes】

- ① Learn to function in Japanese in everyday situations like making requests, stating reasons, describing things, etc.
- ② Learn most basic grammar including “te-forms”, “short forms”, comparison, stating desire, etc.
- ③ Learn vocabulary (approx. 400 basic nouns, verbs, adjectives, and expression).

Section 3

【Class Schedule/Class Environment, Literature and Materials】

• Most of classes will be conducted live by using Zoom, but the other classes are on-demand (watching video tutorials, taking quizzes etc.). Check the weekly schedule every day.

• You need a web camera and it must be on during the Zoom class meeting.

Tentative Schedule

1	オリエンテーション
2	だい1～5か ふくしゅう (Review)
3	だい1～5か ふくしゅう (Review)
4	★ふくしゅうテスト (Review test)
5	だい6か
6	だい6か
7	だい6か

8	だい7か
9	だい7か
10	だい7か
11	だい6か-7か ふくしゅう
12	プロジェクト・ワーク (Project work)
13	★L6-7 レッスンテスト (LESSON TEST) & Consultation
14	だい8か
15	だい8か
16	だい8か
17	だい9か
18	だい9か
19	だい9か
20	Interim report session for PROJECT WORK
21	Interim report session for PROJECT WORK
22	だい8-9か ふくしゅう
23	★L8-9 レッスンテスト LESSON TEST& Consultation
24	★L8-9 レッスンテスト LESSON TEST& Consultation
25	だい10か
26	だい10か
27	だい10か
28	だい10か

29	だい11か
30	だい11か
31	だい11か
32	だい10-11か ふくしゅう
33	★L10-11 レッスンテスト LESSON TEST& Consultation
34	★L10-11 レッスンテスト LESSON TEST& Consultation
35	だい12か
36	だい12か
37	だい12か
38	だい12か
39	だい12か
40	★L12 レッスンテスト (LESSON TEST) & Consultation
41	プロジェクト・ワーク (Project work) はっぴょう (Presentation)
42	プロジェクト・ワーク (Project work) はっぴょう (Presentation)
43	きまつしけんのれんしゅう
44	★きまつしけん (インタビュー) Final exam. (Oral)
45	★きまつしけん (インタビュー) Final exam. (Oral)

【Textbooks/Reading Materials】

- (1) 『げんき (Genki) | 3rd edition 』 (The Japan Times)
- (2) 『げんき (Genki) | workbook 3rd edition』 (The Japan Times)

*Lessons to be covered: Lesson 6 - Lesson 12

*2nd edition is also fine.

ISBN: 2nd edition Genki 978-4789014403 Genki workbook 978-4789014410
3rd edition Genki 978-4789017305 Genki workbook 978-4789017312

Section 4

【Learning Assessments/Grading Rubric】

Lesson Tests	25%
Vocabulary and Grammar quizzes	10%
Final examination	20%
Assignments & Activities	45%

Section 5

◆ If an assignment is turned in later than the due date, you will receive half credit.

Japanese 2A & 2D

Section 1

Instructor/Title	Miki Motohashi, Ph.D. / Associate Professor
Office/Building	3302, Building 3 (CIE)
Office Hours	Make an appointment by e-mail
Contacts (E-mail)	motohash@kansai-gaidai.ac.jp

【Course Outline / Description】

The second level of Elementary Spoken Japanese. New students must pass a placement test to enroll. This course will cover Lesson 6 through Lesson 12 of Genki I second edition. Students will continue to develop their Japanese from the basic skills of communication in Japanese. The course focuses on extensive speaking and listening practice, introducing vocabulary, grammar, and expressions, including “te-forms”, “short forms”, comparison, stating desire, etc. Approximately 300 words will be introduced.

Section 2

【Course Objectives/Goals/Learning Outcomes】

At the end of the course, students are expected to be able to adequately handle everyday conversation to meet basic communication needs in Japanese, including expressing opinions, and talking about experiences and giving advice.

Section 3

【Class Schedule/Class Environment, Literature and Materials】

	Class schedule	Assignment
1	Orientation Self-introduction	Review Genki I Lessons 1-5
2	Review 1	Review Genki I Lessons 1-5
3	Review 2	Review Genki I Lessons 1-5
4	L6 Grammars 1-4 te-form and related expressions	Workbook pp. 54-56.
5	L6 Grammars 5-6 Describing two activities	Workbook pp. 57-58.
6	L6 Dialogue & Review	Workbook pp. 59-60.
7	Review & Lesson Test (L6)	Workbook pp.61-62.
8	L7 Grammar 1-3 -te iru KANJI ga nagai desu	Workbook pp.63-65.
9	L7 Grammar 4-5 te-forms for joining sentences verb stem + ni iku	Workbook pp. 66-68.
10	L7 Dialogue & Review	Workbook pp. 69-70.
11	Review & Lesson Test (L7)	Workbook pp. 70-71.

12	L8 Grammars 1-2 Short forms Informal speech	Workbook pp.72-74.
13	L8 Grammars 3-4 ...to omoimasu/ ...to itteimashita	Workbook pp.75-76.
14	L8 Grammars 5-6 ...naide kudasai verb no ga sukidesu	Workbook pp.77-78.
15	L8 Dialogue & Review	Workbook pp.79-80.
16	Review & Lesson Test (L8)	Workbook p.81.
17	Presentation	Prepare speech draft and PowerPoint slides.
18	L9 Grammar 1 past tense short forms	Workbook p.82.
19	L9 Grammar 2 Qualifying nouns with verbs and adjectives	Workbook pp.83-84.
20	L9 Grammars 3 mada...te imasen	Workbook pp.85-86.
21	L9 Grammar 4 ...kara	Workbook pp.87-90.
22	Review for the mid-term exam	Review sheets
23	Review for the mid-term exam	Review sheets (Translation & Kanji)
24	Oral interview	Review sheets (Conjugation Tables)
25	L10 Grammars 1-2 Comparison between two items	Workbook pp.91-92.
26	L10 Grammar 3 Comparison among three or more items	Workbook pp.93-94.
27	L10 Grammar 4 adjective/noun + no	Workbook pp.95-96.
28	L10 Grammars 5-6 ...tsumori da	Workbook pp.97-98.
29	L10 Grammar 7 adjective + naru	Workbook p.99.
30	L10 Dialogue & Review	Review sheets
31	Review & Lesson Test (L10)	Review sheets
32	L11 Grammar 1 ...tai	Workbook pp.100-102.
33	L11 Grammars 2-3 ...tari...tari suru ...koto ga aru	Workbook pp.103-104.
34	L11 Grammar 4 noun A ya noun B	Workbook p.105.

35	L11 Dialogue & Review	Review sheets
36	Review & Lesson Test (L11)	Review sheets
37	L12 Grammar1-2 ...n desu	Workbook pp.106-107.
38	L12 Grammars 3-4 ...sugiru	Workbook pp.108-109.
39	L12 Grammar 5 ...hoo ga iidesu	Workbook pp.110-111.
40	L12 Grammar 6 ...node ...nakereba ikemasen	Workbook pp.111-112.
41	Presentation	Prepare speech draft and PowerPoint slides.
42	L12 Dialogue & Review	Workbook p.113.
43	Review & Lesson Test (L12)	Review sheets
44	Review/oral interview	Review sheets (Conjugation tables)
45	Review/oral interview	Review sheets (Translation & Kanji)

【Textbooks/Reading Materials】

Textbooks: *Genki I* & *Genki I Workbook*, Japan Times

*Lessons to be covered: Lesson 6 - Lesson 12

Section 4

【Learning Assessments/Grading Rubric】

Homework & Presentation	30%
Lesson tests (online, one per lesson)	30%
Oral interviews	40%

Japanese 2

Section 1

Instructor/Title	Shinji Kawamitsu, Ph.D./Assistant Professor
Office/Building	1421, Building 1
Office Hours	TBA
Contacts (E-mail)	skawamit@kansai-gaidai.ac.jp

【Course Outline / Description】

This course is the second level of elementary spoken Japanese. New students must pass a placement test to enroll. This course will cover Lesson 6 through Lesson 12 of Genki I third edition. Students will continue to develop their Japanese from the basic skills of communication in Japanese. The course focuses on extensive speaking and listening practice, introducing vocabulary, grammar, and expressions, including “te-forms”, “short forms”, comparison, stating desire, etc. Approximately 300 words will be introduced. It will be conducted using the Zoom online meeting application.

Section 2

【Course Objectives/Goals/Learning Outcomes】

At the end of the course, students are expected to be able to adequately handle everyday conversation to meet basic communication needs in Japanese, including expressing opinions, and talking about experiences and giving advice.

Section 3

【Class Schedule/Class Environment, Literature and Materials】

Please note that the schedule is subject to change.

しゅう 週	ひづけ 日付	きょうかしよ 教科書	ないよう 内容	しゅくだい 宿題 *クイズ
1	1/25		☞ オリエンテーション じこしょうかい ☞ 自己紹介	N/A
	1/27	だい 6 第 6 課	☞ 復習 ぶんぽう ☞ 文法 ①Te-form	■ Read TB pp. 150-151 (150-151) ■ Listen to K06-07 and repeat each vocab
	1/29		☞ 文法 ②～てください ぶんぽう ☞ 文法 ③Describing Two Activities	□ WB p. 59 (55) □ WB p. 60 (56) □ WB p. 61 (54) ■ Read TB pp. 151-152 (151-153)
2/1	☞ 文法 ④～てもいいです ぶんぽう ☞ 文法 ⑤～てはいけません		◆ たんご かんじ 単語・漢字クイズ □ WB p. 62 (57) □ WB p. 63 (60) ■ Read TB p. 152 (152)	
2/3	☞ 文法 ⑥～から ぶんぽう ☞ 文法 ⑦～ましょうか (Offering Assistance)		□ WB p. 64 (58) □ WB p. 65 (59) ■ Read TB p. 153 (153-154)	
2/5	☞ 会話 I かいわ ☞ 会話 II		□ WB p. 66 (61) □ WB p. 67 (63) ■ Listen to K06-01 and K06-03 and practice K06-02 and K06-04	
3	2/8		☞ 会話 III かいわ	◆ 文法クイズ □ WB p. 68 (62)

				<ul style="list-style-type: none"> ■ Listen to K06-05 and practice K06-06
	2/10	だい か 第7課	<ul style="list-style-type: none"> ㊦ 文法 ①～ている (Action in Progress) ㊦ 文法 ②～ている (Result of a Change) 	<ul style="list-style-type: none"> □ WB p. 69 (64) ■ Read TB pp. 170-172 (170-172) ■ Listen to K07-05 and repeat each vocab
	2/12		<ul style="list-style-type: none"> ㊦ 文法 ③メアリーさんは髪が長いです ㊦ 文法 ④Adjective/Noun Te-forms for Joining Sentences 	<ul style="list-style-type: none"> ◆ 単語・漢字クイズ(including “Kinship terms” and “Parts of the Body” on pp. 184-185 (184-185)) □ WB p. 70 (65) □ WB p. 71 (66) ■ Read TB pp. 172-173 (172-173)
4	2/15	だい か 第7課	<ul style="list-style-type: none"> ㊦ 文法 ⑤Verb Stem + に行く ㊦ 文法 ⑥Counting People 	<ul style="list-style-type: none"> □ WB p. 72 (67) □ WB p. 73 (68) ■ Read TB pp. 174-175 (174-175)
	2/17		<ul style="list-style-type: none"> ㊦ 会話 I 	<ul style="list-style-type: none"> □ WB p. 74 (69) □ WB p. 75 (70) ■ Listen to K07-01 and practice K07-02
	2/19		<ul style="list-style-type: none"> ㊦ 会話 II 	<ul style="list-style-type: none"> ◆ 文法クイズ □ WB p. 76 (72) □ WB p. 77 (71) ■ Listen to K07-03 and practice K07-04
5	2/22	テスト	<ul style="list-style-type: none"> ㊦ 第6課、第7課 レッスンテスト ㊦ 〈日本人学生と話そう!〉 	<ul style="list-style-type: none"> ■ テスト 勉強
	2/24		<ul style="list-style-type: none"> ㊦ 第6課、第7課 レッスンテスト ㊦ 〈日本人学生と話そう!〉 	<ul style="list-style-type: none"> ■ テスト 勉強
	2/26		<ul style="list-style-type: none"> ㊦ 文法 ①Short Forms ㊦ 文法 ②Short Forms in Informal Speech 	<ul style="list-style-type: none"> ■ Read TB pp. 190-192 (190-192) ■ Listen to K08-05 and repeat each vocab
6	3/1	だい か 第8課	<ul style="list-style-type: none"> ㊦ 文法 ③Short Forms in Quoted Speech: ～と 思います ㊦ 文法 ④Short Forms in Quoted Speech: ～と 言っていました 	<ul style="list-style-type: none"> ◆ 単語・漢字クイズ □ WB p. 78 (73) □ WB p. 79 (74) ■ Read TB pp. 192-193 (193)
	3/3		<ul style="list-style-type: none"> ㊦ 文法 ⑤～ないでください ㊦ 文法 ⑥Verb のが 好きです/上手です 	<ul style="list-style-type: none"> □ WB p. 80 (75) □ WB p. 81 (76) ■ Read TB pp. 194-195 (194-195)
	3/5		<ul style="list-style-type: none"> ㊦ 文法 ⑦The Subject Particle が ㊦ 文法 ⑧何か and何も ㊦ 会話 I 	<ul style="list-style-type: none"> □ WB p. 82 (77) □ WB p. 83 (78) ■ Read TB pp. 195-196 (195-196) ■ Listen to K08-01 and practice K08-02
7	3/8		<ul style="list-style-type: none"> ㊦ 会話 II 	<ul style="list-style-type: none"> ◆ 文法クイズ

			㊦ <Show and Tell #1>	<input type="checkbox"/> WB p. 84 (79) <input type="checkbox"/> WB p. 85 (81) <input type="checkbox"/> WB p. 86 (80) <input checked="" type="checkbox"/> Listen to K08-03 and practice K08-04
	3/10	だい か 第 9 課	㊦ ぶんぼう 文法 ①Past Tense Short Forms	<input checked="" type="checkbox"/> Read TB pp. 214-215 (212-213) <input checked="" type="checkbox"/> Listen to K09-07 and repeat each vocab
	3/12		㊦ ぶんぼう 文法 ②Past Tense Short Forms in Informal Speech	
			㊦ ぶんぼう 文法 ③Past Tense Short Forms in Quoted Speech: ～とおもいます	<input checked="" type="checkbox"/> たんご かんじ 単語・漢字 クイズ(including “Colors” on p. 229 (227)) <input type="checkbox"/> WB p. 87 (82) <input type="checkbox"/> WB p. 88 (83) <input checked="" type="checkbox"/> Read TB pp. 215-216 (N/A)
			㊦ ぶんぼう 文法 ④Past Tense Short Forms in Quoted Speech: ～といっていました	
はるやす 春休み 3月15日(月曜日)～3月19日(金曜日)				
8	3/22		㊦ ぶんぼう 文法 ⑤Qualifying Nouns with Verbs and Adjectives	<input type="checkbox"/> WB p. 89 (84) <input type="checkbox"/> WB p. 90 (85) <input checked="" type="checkbox"/> Read TB pp. 216-217 (213-215)
			㊦ ぶんぼう 文法 ⑥もう～ました and まだ～ていません	
	3/24		㊦ ぶんぼう 文法 ⑦Explanation から、 Situation ㊦ かいわ 会話 I	<input type="checkbox"/> WB p. 91 (86) <input type="checkbox"/> WB p. 92 (87) <input checked="" type="checkbox"/> Read TB pp. 217-218 (215-216) <input checked="" type="checkbox"/> Listen to K09-01 and practice K09-02
	3/26		㊦ かいわ 会話 II ㊦ かいわ 会話 III ㊦ <Show and Tell #2>	<input checked="" type="checkbox"/> ぶんぼう 文法 クイズ <input type="checkbox"/> WB p. 93 (88) <input type="checkbox"/> WB p. 94 (90) <input type="checkbox"/> WB p. 95 (89) <input checked="" type="checkbox"/> Listen to K09-03 and K09-05 and practice K09-04 and K09-06
9	3/29	テスト	㊦ だい か だい か 第8課、第9課 レッスンテスト	<input checked="" type="checkbox"/> べんきょう テスト 勉強
			㊦ にほんじんがくせい はな <日本人学生と話そう！>	
	3/31		㊦ だい か だい か 第8課、第9課 レッスンテスト	<input checked="" type="checkbox"/> べんきょう テスト 勉強
			㊦ にほんじんがくせい はな <日本人学生と話そう！>	
	4/2		㊦ ぶんぼう 文法 ①Comparisons between Two Items	<input checked="" type="checkbox"/> Read TB pp. 234-235 (232-233) <input checked="" type="checkbox"/> Listen to K10-05 and repeat each vocab
			㊦ ぶんぼう 文法 ②Comparison among Three or More Items	
10	4/5	だい か 第 10 課	㊦ ぶんぼう 文法 ③Adjective/Noun+の	<input checked="" type="checkbox"/> たんご かんじ 単語・漢字 クイズ <input type="checkbox"/> WB p. 96 (91) <input type="checkbox"/> WB p. 97 (92) <input checked="" type="checkbox"/> Read TB pp. 235-236 (233-234)
			㊦ ぶんぼう 文法 ④～つもりだ	
	4/7		㊦ ぶんぼう 文法 ⑤Adjective+なる	<input type="checkbox"/> WB p. 98 (93) <input type="checkbox"/> WB p. 99 (94)

			ぶんぼう ㊦ 文法 ⑥ どこかに/どこにも	■ Read TB pp. 236-237 (234-235)
	4/9		ぶんぼう ㊦ 文法 ⑦で かいわ ㊦ 会話 I	□ WB p. 100 (95) □ WB p. 101 (96) ■ Read TB p. 238 (236) ■ Listen to K10-01 and practice K10-02
11	4/12		かいわ ㊦ 会話 II ㊦ <Show and Tell #3>	◆ 文法 クイズ □ WB p. 102 (99) □ WB p. 103 (97) □ WB p. 104 (98) ■ Listen to K10-03 and practice K10-04
	4/14	だい か 第 11課	ぶんぼう ㊦ 文法 ①～たい ぶんぼう ㊦ 文法 ②～たり～たりする	■ Read TB pp. 258-260 (254-256) ■ Listen to K11-07 and repeat each vocab
	4/16		ぶんぼう ㊦ 文法 ③～ことがある ぶんぼう ㊦ 文法 ④Noun A や Noun B	たんご かんじ ◆ 単語・漢字 クイズ □ WB p. 105 (100) □ WB p. 106 (101) ■ Read TB pp. 260-261 (256)
12	4/19	かいわ ㊦ 会話 I かいわ ㊦ 会話 II	□ WB p. 107 (102) □ WB p. 108 (103) ■ Listen to K11-01 and K11-03 and practice K11-02 and K11-04	
	4/21	かいわ ㊦ 会話 III ㊦ <Show and Tell #4>	□ WB p. 109 (105) □ WB p. 110 (104) ■ Listen to K11-05 and practice K11-06	
	4/23	ふくしゅう ㊦ 復習	◆ 文法 クイズ	
13	4/26	テスト	だい か だい か ㊦ 第10課、第11課 レッスンテスト にほんじんがくせい はな ㊦ <日本人学生と話そう！>	■ テスト 勉強
	4/28		だい か だい か ㊦ 第10課、第11課 レッスンテスト にほんじんがくせい はな ㊦ <日本人学生と話そう！>	■ テスト 勉強
	4/30	ぶんぼう ㊦ 文法 ①～んです ぶんぼう ㊦ 文法 ②～すぎる	■ Read TB pp. 276-278 (270-272) ■ Listen to K12-05 and repeat each vocab	
14	5/3		㊦ NO CLASS	
	5/5		㊦ NO CLASS	
15	5/7	だい か 第 12課	ぶんぼう ㊦ 文法 ③～ほうがいいです ぶんぼう ㊦ 文法 ④～ので	たんご かんじ ◆ 単語・漢字 クイズ □ WB p. 111 (106) □ WB p. 112 (107) ■ Read TB pp. 278-279 (272-273)
	5/10		ぶんぼう ㊦ 文法 ⑤～なければいけません/～なきゃいけません ぶんぼう ㊦ 文法 ⑥～でしようか	□ WB p. 113 (108) □ WB p. 114 (109) ■ Read TB pp. 279-281 (273-275)
15	5/12		かいわ ㊦ 会話 I	□ WB p. 115 (110) □ WB p. 116 (111) ■ Listen to K12-01 and practice K12-02
	5/14		かいわ ㊦ 会話 II	◆ 文法 クイズ

				<input type="checkbox"/> WB p. 117 (113) <input type="checkbox"/> WB p. 118 (112) <input checked="" type="checkbox"/> Listen to K12-03 and practice K12-04
16	5/17	テスト	<small>きまつ</small> <input checked="" type="checkbox"/> 期末 テスト	<input checked="" type="checkbox"/> テスト <small>べんきょう</small> 勉強
	5/19		<small>きまつ</small> <input checked="" type="checkbox"/> 期末 テスト	<input checked="" type="checkbox"/> テスト <small>べんきょう</small> 勉強

◆ Quiz on Blackboard. Take the quiz *before the class begins*.

Need to submit to Blackboard *before the class begins*.

No need to submit.

*Number in parentheses is the page number for those who use 2nd edition textbook (TB) and workbook (WB)

【Textbooks/Reading Materials】

Title: An Integrated Course in Elementary Japanese: Genki, Vol. 1, 3rd edition

Author: Eri Banno, Yoko Ikeda, Yutaka Ohno, Chikako Shinagawa, and Kyoko Tokashiki

Publisher: The Japan Times

Title: Genki Workbook I, 3rd edition

Author: Eri Banno, Yoko Ikeda, Yutaka Ohno, Chikako Shinagawa, and Kyoko Tokashiki

Publisher: The Japan Times

Section 4

【Learning Assessments/Grading Rubric】

Lesson Test 30%

Homework 25%

Quiz 20%

Final Exam 15%

In-Class Task/Performance 10%

Letter Grade:

A+: 97-100, A: 93-96, A-: 90-92, B+: 87-89, B: 83-86, B-: 80-82, C+: 77-79, C: 73-76, C-: 70-72, D+: 67-69, D: 63-66, D-: 60-62, F: 0-59

Lesson Test: 30%

Lesson Test for review. You must take an individual Lesson Test in your assigned time slot.

Homework: 25%

The Course Schedule includes homework due dates. Read it carefully and submit your homework to Blackboard on time. For late submissions, there will be a 50% deduction if submitted before the next class starts. If submitted in or after the next class, no points will be awarded. Also, there will be a deduction if homework is incomplete, or if homework does not reflect your mastery of the subject. Your instructor will tell you what score you received when he gives you written feedback (The instructor explains how you submit your homework to Blackboard on the first day of the class).

Quiz: 20%

Frequent quizzes on grammar, vocabulary, and Kanji. The two lowest quiz scores will be dropped in calculating the final grade. There will be no make-ups for missed quizzes.

Final Exam: 15%

A cumulative final exam will be scheduled for the last week. You must take an individual exam in your assigned time slot.

In-Class Task/Performance: 10%

You will practice in class, as either individual practices or group practices. Active and

informed participation is expected. Your preparation and review of the material for each class are essential because your preparation/review will directly affect your performance in the classroom. There will be a deduction if your performance does not reflect your mastery of the subject.

You cannot open the textbook or take notes unless so instructed. Try to show off how much you have prepared for the day, and do not be afraid of making mistakes. If you have any concerns about talking in front of people or talking online, please talk to your instructor by the end of Week 1 (1/29).

Section 5

【Additional Information】

Online Environment:

A stable internet connection is required to use Zoom. Please make sure you have access to the internet before the start of online classes. In addition, please download the latest version of the Zoom application.

Recording the Course:

Classes will be recorded for those who have to miss a class for an excused absence. If you prefer not to be seen in the recorded class, you may turn off your video camera. You can also wear a mask and/or sunglasses, or use Zoom's Virtual Backgrounds. If you have any concerns about being recorded in the course, please do not hesitate to talk to your instructor.

Attendance:

We consider class attendance essential for a language course. Because of the cumulative nature of language learning and the course's emphasis on oral communicative skills, it is important that you keep up with course work on daily basis and attend every class. If you have to miss a class for an excused absence (for example, sickness, family emergency, religious holidays, job interview, or official college activities), please consult with your instructor in advance. You are expected to be professional and respectful when attending class on Zoom. No chewing gum or food in class.