Instructor Contact Information and Office Hours

William Zhou
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Office telephone: 432-8852
e-mail: william.zhou@yale.edu
Office hour: Tuesday and Thursday: 2:00 – 2:30 p.m.
Please make an appointment by e-mailing the instructor, William Zhou, beforehand in case the office hour has already been booked by other students. Additional hours will be arranged upon request.

General Information
Chinese 167b is designed for students who have completed Chinese 155, 162 or equivalent. It is an advanced language course with a focus on reading, speaking and writing skills.

Objectives
Materials selected from newspapers, the Internet, radio and television will form the basis for listening, speaking, reading and writing activities. While developing students’ all four language skills, the focus of the course is on speaking and writing. The materials used for this course generate not only target linguistic points for closer studies but also interesting topics for students to engage in discussions and writing activities.

Routine reading assignments of authentic texts are given to students to learn advanced vocabulary words, idiomatic expressions and sentence patterns. By acquiring linguistic items in context, students are also trained to be more sensitive and responsive to the writing styles of Chinese newspapers and other styles of writing on the Internet. They will learn to speak and write in the same styles as they have learned in their study materials. They will consolidate and expand their skills at the advanced level.

By studying audio and video materials on the Internet, students will maintain and enhance their listening skills. Discussions in class and conversations with a tutor after class will help students improve their speaking skills. Successful completion of this course will enable students to initiate and sustain conversations on a wide variety of advanced topics with greater accuracy in grammar and vocabulary usage as well as enhanced cultural awareness. They will be able to write with well researched supporting details. They will demonstrate advanced competence in using advanced conjunctions and refined vocabulary words to eloquently express themselves in their writings in formal style.

Chinese 167 is a content-based course in which students not only acquire target linguistic items but also further their understanding of a wide range of social issues in contemporary Chinese society. Through examining these issues, the course aims at promoting students’ interest in social issues in contemporary China and enhancing their understanding of the impact of these issues on the globalized world that we live in today. The course intends to prepare students for more advanced studies of Chinese language and studies on China and prepare students for self-study
beyond graduation. At the same time, writing assignments and oral presentations will help the students improve their independent research skills in Chinese media.

Overall, the course will enable students to present their ideas with much greater accuracy, fluency, sophistication and confidence and enable them to employ their Chinese skills at work in a general professional environment.

**Materials**
1. 读知中国---报刊阅读基础（下）
2. Articles, audio and video materials online. Assignments are given under Resources on classesv2.

**Tutorials**
A graduate teaching assistant will be available to help students with their study between classes. Detailed information will be given when enrollment figure becomes available. Tutorials are optional. Students who wish to have an extra tutor are encouraged to apply for one from the Center for Language Study. An application should be submitted on the CLS website <http://cls.yale.edu/>.

**Attendance Policy** (All Yale College attendance policies apply.)
In this course, like others at Yale, class attendance is an absolute requirement. This means being seated in class before class begins and staying in class for the full 75 minutes. The instructor will take attendance at each class and note absences. Attendances at tutorials will also be recorded and factored into one’s final grade.

Excused Absences: No penalties will be applied to one’s grades.

1. **Sickness-related absences:** Students who submit a doctor’s note indicating a hospital visit or a health condition for the day(s) of the absence(s) are excused from absence penalty.

2. **Interview-related absences:**
   Students who need to go to job or fellowship interviews must present to the instructor a copy of the invitation prior to the day of their absence.

3. **Academic event related absences:**
   Students who are participants in academic competitions, conferences and so on are exempt from penalties for absences. A copy of the invitation from the organizer must be submitted to the instructor beforehand.

4. **Sport/Art event related absences:**
   Students who are on Yale athletic teams may be absent from class during trips for training or competition. A note by e-mail from the coach to the instructor is required. Students of a singing group may get an excused absence when take a performing trip out of town. Such absences must be explained by the group leader in the form of an e-mail message to the instructor.
5. Religious holidays: Absences due to observance of religious holidays are excused. However, a note should be sent to the instructor beforehand detailing the name of the holiday and the day(s) when such absence(s) will occur.

6. Other absences: Activities not fore-mentioned as well as emergencies and other circumstances which cause a student to be absent may be considered as legitimate reasons for excused absences after consultation with the instructor. The instructor reserves the right to reject requests for such absences.

Penalties will not be applied to oral and written assignments as well as quizzes, tests and exams submitted late as a result of excused absences.

Unexcused absences: Except for the fore-mentioned absences, any other absences will result in a reduction of one’s final grade. Each unexcused absence will reduce one’s final grade by 1.5 points. An accumulation of 6 points of this nature (equaling to three weeks’ absences) will result in an automatic grade of F (=fail) regardless of all of the students’ previous grades. Missed work caused by absence will also affect one’s grade adversely. Make-ups for all work due on the day of unexcused absence will suffer a 5% grade reduction. For example, if one scores 100 on a make-up exam, one’s grade will be reduced to 95.

Lateness for classes and early departure from classes are disruptive behaviors and they are strongly discouraged. The instructor will note down such incidents and the record will affect one’s participation grade. In addition, if one comes in late and has missed the quiz or any other work, one is allowed to make it up, but a 5% reduction will be applied to one’s score on each piece of the work one has to make up. Special circumstances may be excused such as severe weather conditions, traffic jam and so on. It is the responsibility of the student to explain to the instructor about the reason. The instructor reserves the right to not accept the reason.

It is important to note that one’s inability to get to class on time due to the distance between classroom locations is not an acceptable reason for a pardon on coming to class late or leaving class early. The shopping period is for students to find appropriate classes to take. If classroom locations make a student routinely late for the next class, the student should not take that class in the first place.

LATE WORK, MISSED WORK AND MAKE-UPS
Unless one has an Excused Absence, all work submitted or done after the collecting time will be subject for a 5% grade reduction. Frequent failure to complete and submit assignments on time (i.e. more than 3 times in the semester) will cause grade reduction in one’s participation grade. There are no make-ups for quizzes.

Evaluation and Grading
Students’ performance in this course are scored and recorded. The final grade is based on the recorded grades and one’s attendance record as well. The various components of one’s final grade for this course are as follows.

1. Quizzes (15%): Quizzes are given at the beginning of each class. They are for checking students’ preparations for classes. To prepare for the quizzes, one must study the vocabulary
words, sentence patterns and collocations, grammar items, and the assigned texts. These items will be checked in various formats such as dictations, filling in the blanks, writing out sentences from memory, recognizing traditional characters, understanding audio clips, translation and so on. One must also try to grasp the main idea of the assigned reading and be able to paraphrase the text.

2. Homework (20%): Homework includes not only those exercises in the textbook but also additional exercises assigned by the instructor. Students will be instructed on which exercises to do for the day and when to submit them to the instructor.

3. Oral Work (20%): Oral exercises include oral assignments to be checked in class and at tutorials. They can be translations, reports, discussions, pair work, group work, memorization, debate and so on. Students will be instructed on what to do and when the assignment is due. Presentations refer to short speeches students give in class on selected topics. The instructor will give more detailed directions as the class moves forward. For all oral work, students are not allowed to read aloud the script when delivering the presentation. One must do it in the manner of a natural talk. One can use an outline, however, as a reminder. With permission, students may be allowed to use PowerPoint depending on the content and the circumstance.

4. Writing Assignments (20%): There will be writing assignments for this course. These assignments may be writing paragraphs or essays. Scores earned on these writing assignments will be factored into one’s final grade. Essays may be used as the basis for one’s oral presentations.

5. Exams (20%): There will be two chapter exams and a final term paper in the spring semester. Scores earned on these three items will be factored into one’s final grade.

6. Participation (5%): The instructor will take a note of the students’ tardiness, attendance record, punctuality, preparation, activeness in classroom activities such as group work, discussions and so on.

The weighting of the various factors comprising the final grade for the course is roughly as follows.

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<td>Homework</td>
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<td>Oral Presentations</td>
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<td>Writing Assignments</td>
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<td>Exams + Final Term Paper</td>
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**Conversion of Numeral Grades to Letter Grades**

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