I am looking forward to a fantastic year in Chinese I. This syllabus will outline the important things to remember in order to make the year run smoothly for everyone. By following these expectations and procedures, we can all participate successfully and enjoy all aspects of this year’s Chinese experience together.

**Purpose and Nature of Mandarin Chinese Course**

This course is Chinese I. In this course, you will:
- Learn commonly used classroom vocabulary, practical daily conversation, numbers, the days of the week, colors, and learn basic Chinese character strokes and characters, basic radicals, and simple grammatical structures.
- Learn Lessons 1 through 5 from *Chinese Link 2nd Edition Level 1, Part 1*. This course covers all aspects of language acquisition, including listening, speaking, reading, and writing skills. We will also explore aspects of Chinese history, culture, and cross-cultural communication together. Find all the above learning and reviewing resources at [DHS Chinese](https://sites.google.com/a/dist113.org/dhs-chinese/home)

**Classroom Expectations and Procedures**

*Get Yourself Ready for Class*

It is important to get yourself ready to learn:
1. **Arrive** to class on time. You need to be in your seat and ready to work when the bell rings.
2. **Pick up** handouts and drop off homework at the front of the class on the desk.
3. When you are late to the class for whatever reason, you must stand at the door and say “对不起，我迟到 (late)了” with a bow.

*Materials for Class*

It is important to be prepared and ready to learn everyday with the following supplies:
2. *One 1 inch 3-ring binder* for all handouts and returned assignments.
3. A charged Chromebook is expected. (Charge your Chromebook at home every night.)
During the Lessons/Commitment to Learning

1. **Listen and respect** your teacher and your classmates during class.

2. Any **disrespect or misbehaving** in class will not be tolerated and the student will be warned of inappropriate behavior. Continuing to disrespect others or misbehave in class will result in a referral to the Dean’s Office.

3. **Focus on the tasks** while using the Chromebook/smart phones during lessons.

4. Work **cooperatively** with partners and take **responsibility** for your individual role in the group work.

5. **Transition to a new activity** – Count with Laoshi in Chinese until we have everybody’s attention.

6. **Hold or write down your questions** until question time.

During the Lessons/Commitment to Speak Chinese

1. In order to create an **authentic Chinese learning environment**, you should make an effort to speak Chinese as often as you can.

2. The more you speak Chinese, the better your Chinese speaking skills will improve.

Assignments/Homework:

1. There will be listening, reading, speaking, or writing assignments due regularly. You will have your assignments back as soon as possible.

2. Assignments/homework that is **poor quality** will receive a deduction.

3. Write the following clearly for every homework/assignment that you turn in:
   1) **Date and Name** (You will start to write your Chinese name when you are ready.)
   2) If you keep forgetting to write your name, you risk a homework grade deduction.

4. **Late** assignments/homework will be penalized.
   1) You have **3 days from the deadline** to hand in your homework/assignment to receive half credit.
   2) **Beyond 3 days** from the deadline, you will receive zero credit.

Make Up Assignments/ Homework

1. **Make up** assignments/homework that is **due to excused absence** - you may have as many extension days to complete the homework/assignments, as you were absent to receive full credit. For example, if you had an excused absence of 2 days, you will have 2 days upon your return to hand in your assignment.

2. **Contact me immediately** if you have a legitimate reason for the delay with any of your assignments/homework. I will give you a new deadline.

3. **Do not expect** to have unlimited extensions due to school activities or other excused absences. It is your responsibility to communicate with me in advance concerning any anticipated absences and to request a new deadline.
**Make Up Quizzes/Tests**

1. **Make up** quizzes/tests that are **due to excused absence** – you may have up to **3 days** from the quiz/test date to complete the quiz/test that you missed due to an excused absence. Check your email for the make-up deadline and go to the **Testing Center** to make up any missed quiz/test.

2. **Contact me immediately** if you have a **legitimate reason** for further delay of any scheduled quiz/test. I will give you a new deadline. You must coordinate any extensions in advance. **If you miss the deadline to make-up and complete your quiz/test, you will receive a zero.**

3. **Quiz/Test Day Responsibility** – Unless you have coordinated with me in advance for an extension due to a **legitimate reason**, you are responsible for taking any scheduled quiz/test on the day that the quiz/test is given.

**Academic Honesty**

The academic honesty policy is your responsibility and is mandatory in accordance with school policy. Any academic dishonesty will result in the following discipline.

1. You **cannot re-take** the Quizzes/Tests/Composition/Final Exam. **You will receive a zero.**

2. You will be reported to the Dean’s Office and the counselor in the form of a **formal referral.**

**Leave Classroom**

You must request in Chinese: **我可以去上厕所吗?** May I go to the bathroom? **我可以去喝水吗?** May I go to get a drink of water? **我可以去我的置物柜吗?** May I go to my locker?

**Classroom Supplies**

You will be asked to contribute a few assigned supply items that can be shared by all classmates.

**Emails and Phone Calls**

You should check your school email regularly. **If you need to email Laoshi, you must use “Chinglish” with Chinese that you have learned. Online translation is not allowed.** Otherwise, I will not respond to your emails. I will try to return your parents’ or your emails and phone calls within 24 hours.

**Grades:**

The final grade in this course will be **determined by cumulative points.**

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<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>93-100</td>
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<tr>
<td>A-</td>
<td>90-92</td>
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<tr>
<td>B</td>
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<td>B+</td>
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<td>E</td>
<td>59 or less</td>
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**First quarter grade = 40 %**
**Second quarter grade = 40%**
**First semester final exam = 20%**
**Third quarter grade = 40%**
**Fourth quarter grade = 40%**
**Second semester final exam = 20%**

**The rounding of quarter grades and semester grades will be automatic:** It will be automatic when the number reaches at least 0.50 from the next grade level (e.g., 89.50%).