This course is designed for students who have no or almost no knowledge of Mandarin Chinese. It is designed to develop language skills in listening, speaking, reading, and writing in relation to everyday life situations. The objectives of the course are:

1. To master the Chinese phonetic system (pinyin and tones) with satisfactory pronunciation;
2. To understand the structure of commonly used Chinese characters (both simplified and traditional) and learn to write them correctly;
3. To understand the basic Chinese grammar and sentence structures;
4. To be able to use Chinese correctly in basic daily life conversation;
5. To build up essential vocabulary;
6. To be able to read and write a passages (100-150 characters long) at an appropriate level;
7. To become acquainted with aspects of Chinese culture and society related to the course materials.

At the end of this course a student should be able to do the following tasks in Chinese:
1. Correctly read and write Pinyin and tones.
2. Understand basic sentences structures
3. To be able to understand and participate in simple conversations in Chinese with Chinese people.
4. To be able to master approximately 360 most commonly used Chinese characters and expressions.
5. To be able to read and write simple sentences and short paragraphs on everyday topics.

Your final grade will be calculated as follows:
- Attendance & in-class performance: 10%
- Homework: 15%
- Unit Tests: 20%
- Mid-term Exam: 15%
Oral Test (10 minutes): 10%
Final exam: 30%

Homework: Homework will be given after each lesson and should be handed in the next lesson.
Unit Tests: Five unit tests in total, they will be carried out when the instruction lesson, lessons 2, 4, 7 and 9 are completed.
Mid-term Exam: Lesson 1~5.
Oral Test: Three parts: Reading (20%), Presentation (50%) and Free question and answer with tutor (30%).
Final Exam: Lesson 1~10, including 20% for listening.

Failure to submit or fulfill any required course component results in failure of the class.

Grade A: Excellent performance showing a thorough knowledge and understanding of the topics of the course; all work includes clear, logical explanations, insight, and original thought and reasoning.
Grade B: Good performance with general knowledge and understanding of the topics; all work includes general analysis and coherent explanations showing some independent reasoning, reading and research.
Grade C: Satisfactory performance with some broad explanation and reasoning; the work will typically demonstrate an understanding of the course on a basic level.
Grade D: Passable performance showing a general and superficial understanding of the course’s topics; work lacks satisfactory insight, analysis or reasoned explanations.
Grade F: Unsatisfactory performance in all assessed criteria.


Session 1 02-Feb-16
1. Introduction of Chinese Class and Policies
2. Introduction of basic knowledge of Chinese
3. Introduction of Chinese phonetic system

1. Practise pinyin combined with tones
2. Introduction of Chinese writing system
3. Basic Chinese radicals
4. Commonly used words and basic expressions

| Session 2 | 09-Feb-16 | Unit Test 1  
|           | 11-Feb-16 | Lesson 1 |
| Session 3 | 16-Feb-16 | Lesson 2 |
|           | 18-Feb-16 | Lesson 2 |
| Session 4 | 23-Feb-16 | Unit Test 2  
|           | 25-Feb-16 | Lesson 3 |
| Session 5 | 01-Mar-16 | Lesson 4  
|           | 03-Mar-16 | Lesson 4  
| Session 6 | 08-Mar-16 | Unit Test 3  
|           | 10-Mar-16 | Lesson 5 |
|           | 15-Mar-16 | Revision  
|           |           | Mid-term Exam |
|           | 17-Mar-16 | Lesson 6 |
| Session 8 | 22-Mar-16 | Lesson 6  
|           | 24-Mar-16 | Lesson 7 |
| Session 9 | 05-Apr-16 | Lesson 7  
|           | 07-Apr-16 | Unit Test 4  
<p>|           |           | Lesson 8 |</p>
<table>
<thead>
<tr>
<th>Session</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session 10</td>
<td>12-Apr-16</td>
<td>Lesson 8</td>
</tr>
<tr>
<td></td>
<td>14-Apr-16</td>
<td>Lesson 8</td>
</tr>
<tr>
<td>Session 11</td>
<td>19-Apr-16</td>
<td>Lesson 9</td>
</tr>
<tr>
<td></td>
<td>21-Apr-16</td>
<td>Lesson 9</td>
</tr>
<tr>
<td>Session 12</td>
<td>26-Apr-16</td>
<td>Lesson 9</td>
</tr>
<tr>
<td></td>
<td>28-Apr-16</td>
<td>Unit Test 5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lesson 10</td>
</tr>
<tr>
<td>Session 13</td>
<td>03-May-16</td>
<td>Lesson 10</td>
</tr>
<tr>
<td></td>
<td>05-May-16</td>
<td>Lesson 10</td>
</tr>
<tr>
<td>Session 14</td>
<td>10-May-16</td>
<td>Lesson 10</td>
</tr>
<tr>
<td></td>
<td>12-May-16</td>
<td>Revision</td>
</tr>
<tr>
<td>Session 15</td>
<td>17-May-16</td>
<td>Final Exam (Oral Part)</td>
</tr>
<tr>
<td></td>
<td>19-May-16</td>
<td>Final Exam (Written Part)</td>
</tr>
</tbody>
</table>

**Classroom Etiquette**

- Homework should be done and finished outside the classroom and be handed to the tutor at beginning of the next lesson.
- Toilet breaks should be taken before or after class or during class breaks.
- Food including gum, are not to be consumed in class.
- Mobile phones should be set on silent and should not be used in class except for emergencies.
- Laptops are only to be used with the express permission of the teacher.
- Please kindly dispose of rubbish in the bins provided.

**Required Co-curricular Activities**

- N/A

**Estimated Travel Costs**

- N/A
NYU LONDON ACADEMIC POLICIES

Academic Integrity
At NYU, a commitment to excellence, fairness, honesty, and respect within and outside the classroom is essential to maintaining the integrity of our community. By accepting membership in this community, students take responsibility for demonstrating these values in their own conduct and for recognizing and supporting these values in others.

At NYU London, students will submit electronic copies of their written work to Turnitin via their NYU Classes course site. Instructions will be provided to you separately.

Late Submission of Work
Written work due in class must be submitted during the class time to the professor. Late work should be submitted in person to a member of NYU London staff in the Academic Office (Room 308, 6 Bedford Square) during office hours (Mon – Fri, 10:00 – 17:00). Please also send an electronic copy to academics@nyu.ac.uk for submission to Turnitin.

Work submitted within 5 weekdays after the submission time without an agreed extension receives a penalty of 10 points on the 100 point scale.

Written work submitted more than 5 weekdays after the submission date without an agreed extension fails and is given a zero.

Please note end of semester essays must be submitted on time.

Attendance Policy
Study abroad at Global Academic Centres is an academically intensive and immersive experience. Learning in such an environment depends on the active participation of all students. As classes typically meet once a week, even a single absence can cause a student to miss a significant portion of a course.

To ensure the integrity of this academic experience, class attendance is mandatory and unexcused absences will be penalized with a two percent deduction from the student’s final course grade. Students are responsible for making up any work missed due to absence. Repeated absences in a course may result in failure.

How to report an absence
Absences from class must be reported to NYU London administrative staff using the online Absence Form: http://tinyurl.com/nyulabsence

Absences can ONLY be excused if they are reported using this form. Students should NOT approach their class instructor for an excused absence. However, students should contact their class instructor to catch up on missed work.

Medical absences
If you are unable to attend a class due to ill-health, you must provide details of your illness and class(es) missed to NYUL staff using the online Absence Form WITHIN SEVEN DAYS of your return to class.

Please do not use the form to report a medical emergency or to request urgent assistance. In a medical emergency call 999 and ask for an ambulance. NYU London staff are available to offer support, whatever time of day. If you would like to speak to a member of staff urgently to request support with a medical problem, please call 0800 316 0469, selecting option 2.
Non-medical absences
If you have to miss class for an unavoidable, non-medical reason you must provide details to NYUL staff using the online Absence Form at least **SEVEN DAYS PRIOR** to the date(s) in question. Examples of valid non-medical reasons are as follows: religious holiday; family wedding; scholarship competition; family emergency. If in doubt please speak to a member of Academics staff or email academics@nyu.ac.uk. Failure to provide requested documentation for these types of absences will result in the absence remaining unexcused.

Further information regarding absences
**NYU London staff carefully monitor student attendance and absence records.** In most cases full completion of the online Absence Form will be sufficient to excuse your absence. However, in certain circumstances, you will be asked to provide additional information/verification before it can be excused. If we notice that you have multiple absences you will be contacted to arrange a meeting with a member of staff.

**Unexcused absences from exams are not permitted and will result in failure of the exam.** Students may not take an exam before or after other students in the class, and may not leave the programme before all course work has been submitted.

Please refer to the NYU Wikis Page for the full absence policy: [https://wikis.nyu.edu/x/awRgAw](https://wikis.nyu.edu/x/awRgAw)

Students observing a religious holiday during regularly scheduled class time are entitled to miss class without any penalty to their grade. This is for the holiday only and does not include the days of travel that may come before and/or after the holiday. Students must notify their professor and the Office of Academic Support in writing via email one week in advance before being absent for this purpose.

Students with disabilities who believe that they may need accommodations in a class are encouraged to contact the Moses Center for Students with Disabilities at (212) 998-4980 as soon as possible to better ensure that such accommodations are implemented in a timely fashion. For more information, see Study Away and Disability.

**Grade Conversion**
NYU in London uses the following scale of numerical equivalents to letter grades:

A=94-100
A-=90-93
B+=87-89
B=84-86
B-=80-83
C+=77-79
C=74-76
C-=70-73
D+=67-69
D=65-66
F=below 65

Where no specific numerical equivalent is assigned to a letter grade by the class teacher, the midpoint of the range will be used in calculating the final class grade (except in the A range, where 95.5 will be used).
NYU in London aims to have grading standards and results in all its courses similar to those that prevail at Washington Square.

NYU requires all instructors to submit midterm grades for their students. Midterm grading is considered an educational best practice, and plays an important role in schools’ early intervention programs, which enable advisers to identify and to respond to students in crisis.