

Term Information

Effective Term Spring 2022

General Information

Course Bulletin Listing/Subject Area Chinese
Fiscal Unit/Academic Org East Asian Languages & Lit - D0527
College/Academic Group Arts and Sciences
Level/Career Graduate, Undergraduate
Course Number/Catalog 5105.61
Course Title Selected Readings in Scholarly Chinese Texts I: Individualized Track Online
Transcript Abbreviation Slct Rdgs 1: DLIND
Course Description Academic writings by modern Chinese scholars in both wenyuan and baihua styles. Individualized online.
Semester Credit Hours/Units Variable: Min 1 Max 3

Offering Information

Length Of Course 14 Week, 12 Week, 8 Week, 7 Week, 6 Week, 4 Week
Flexibly Scheduled Course Never
Does any section of this course have a distance education component? Yes
Is any section of the course offered 100% at a distance
Grading Basis Letter Grade
Repeatable Yes
Allow Multiple Enrollments in Term Yes
Max Credit Hours/Units Allowed 3
Max Completions Allowed 3
Course Components Lecture
Grade Roster Component Lecture
Credit Available by Exam No
Admission Condition Course No
Off Campus Never
Campus of Offering Columbus, Lima, Mansfield, Marion, Newark, Wooster

Prerequisites and Exclusions

Prerequisites/Corequisites Chinese 5102.01 or 5102.51 or 5102.61 or permission of instructor.
Exclusions Not open to students with credit for Chinese 5105.01 or 3 credits of 5105.51 or 3 credits of 5105.61.
Electronically Enforced No

Cross-Listings

Cross-Listings

Subject/CIP Code

Subject/CIP Code 16.0301
Subsidy Level Doctoral Course

Intended Rank

Junior, Senior, Masters, Doctoral

Requirement/Elective Designation

The course is an elective (for this or other units) or is a service course for other units

Course Details

Course goals or learning objectives/outcomes

- Students will acquire specialized vocabulary and improve their comprehension of Chinese texts written for educated native speakers in their fields.

Content Topic List

- Topics and materials selected by students in consultation with instructor.

Sought Concurrence

No

Attachments

- 1) 5105.51_5106.51 Syllabus 9-21.doc: C5105.51 Syllabus
(Syllabus. Owner: Knicely, Yuching Hsu)
- 2) C5105.61-5106.61 II SyllabusSp2022.docx: C5105.61 Syllabus
(Syllabus. Owner: Knicely, Yuching Hsu)
- 3) Chinese 5105.61 ASC Distance Approval Cover Sheet.docx: C5105.61 DL approval cover sheet
(Other Supporting Documentation. Owner: Knicely, Yuching Hsu)

Comments

- This is not a conversion of a classroom course. It is an existing individualized instruction course. The only difference is mode of delivery. *(by Knicely, Yuching Hsu on 09/22/2021 02:03 PM)*

Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Knicely, Yuching Hsu	09/22/2021 02:03 PM	Submitted for Approval
Approved	Bender, Mark A	09/22/2021 03:48 PM	Unit Approval
Approved	Vankeerbergen, Bernadette Chantal	10/04/2021 05:46 PM	College Approval
Pending Approval	Cody, Emily Kathryn Jenkins, Mary Ellen Bigler Hanlin, Deborah Kay Hilty, Michael Vankeerbergen, Bernadette Chantal Steele, Rachel Lea	10/04/2021 05:46 PM	ASCCAO Approval

SYLLABUS: CHINESE 5105.61—5106.61 SELECTED READINGS IN SCHOLARLY CHINESE I AND II (SELF-PACED DISTANCE LEARNING) SPRING 2022

Course overview

Instructor Information

Instructors: Qingyang Lin (other instructors to be determined)

Email address: lin.2523@osu.edu

Phone number: 614-292-7080

Office hours: by appointment

Language Program Director: Steven Knicely (knicely.1@osu.edu; 614-292-0215)

Course description

Chinese 5105.61 AND 5106.51 are online versions of Chinese Individualized Instruction 5105.51 and 5106.51. In these courses, learners will select, read and report on specialized written materials in Chinese. By the end of the courses, learners will have acquired vocabulary in fields of professional interest, increased the speed at which they can read scholarly discourse in Chinese, and improved their comprehension of such texts. These courses are personalized: reading materials are selected by the students based on their fields of study and abilities, with input from the instructor, and will work at their own pace to fulfill the requirements of the number of credits they are enrolled for. Course work for each credit consists of three components: A) Reading & Discussion, B) Written Report, and C) Oral Presentation of Written Report. Learners must do all assignments and sessions with instructors in Chinese.

The I.I. program offers variable credits. The number of credits you earn depends on the number of credits you sign up for and complete successfully. The successful completion of credits depends solely on the satisfactory performance in the requisite number of sessions, which are 15-minute, individualized, online synchronous sessions you have with an instructor, who will assess and grade each session. These Individual sessions are offered by appointments, scheduled at <https://iilc.as.me/schedule.php>. The coordinator will notify you when the appointments begin to be available at the start of the term. There are also written assignments to be done and turned in without the need for an appointment.

Autonomous learning, One-on-one Sessions with Instructors: You are in charge of your learning. You decide how many credits you would like to take in a given term, pace your own work, and schedule online appointment times via Acuity (see below for details) to meet with your instructor for individual Zoom sessions. You will arrange to meet individually with the instructor at least once per week to: summarize the material read; ask questions on linguistic points such as vocabulary and grammar that are not resolved through independent research; ask questions regarding meaning of passages; and discuss reading content with the instructor to demonstrate/correct comprehension.

Flexible credit: Each complete course is three credits. Unlike in the classroom, you can complete three credits in one semester or spread them over two or more semesters. You can also enroll in multiple courses in one term. For example, it is possible to complete the third credit of 5105.61 followed by the first two credits of 5106.61 in a single semester. Please bear in mind that all synchronous sessions and written assignments to complete the lower numbered of the two courses must be completed before sessions may be begun in the higher-numbered course.

IMPORTANT: Check your Student Center page to confirm the number of credits you are enrolled for.

The number of credit hours you enroll for in your I.I. courses are your **contract hours**. Students may adjust the initial contract hours as needed. See below for policies related to contract hour adjustment. You are required to complete the requisite number of online, face-to-face sessions and written assignments for the credit hours in the course you have enrolled in. Your course grade is based on your performance in these.

Flexible meeting times: Appointments are available according to schedules of individual instructors, which cover a wide range of days and times. If you have difficulty getting appointments contact the coordinator.

Course Learning Outcomes:

As topics in these courses are self-selected and variable, outcomes will vary from learner to learner; however, learners must show progress in their ability to handle texts in Mandarin designed for consumption by native speakers of Chinese conducting research in the selected fields.

Course materials

Required materials

Materials are to be selected by the learners in consultation with instructors. Students should produce a proposed bibliography of sources they intend to use, subject to instructor advice and approval.

Course technology

3. Course Technology

Chinese I.I. sessions are conducted entirely online. For help with your password, university email, Carmen Canvas, Carmen Zoom, or any other technology issues, questions, or requests, contact the OSU IT Service Desk. Standard support hours are available at <https://ocio.osu.edu/help/hours>, and support for urgent issues is available 24/7.

- Self-Service and Chat support: <http://ocio.osu.edu/selfservice>
- Phone: 614-688-4357 (HELP)
- TDD: 614-688-8743
- Email: serviedesk@osu.edu
- carmen@osu.edu
- carmenzoom@osu.edu

Baseline technology skills needed for online I.I. courses

- Basic computer and web-browsing skills
- Navigating Carmen (go.osu.edu/canvasstudent)
- and Carmenzoom (go.osu.edu/zoom-meetings)

Required equipment

- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: a mobile device (smartphone or tablet) or landline to use for BuckeyePass authentication

Required software

- Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365. Full instructions for downloading and installation can be found [at go.osu.edu/office365help](http://go.osu.edu/office365help).

Carmen Canvas and Carmen Zoom access

You will need to use [BuckeyePass](#) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](#) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click “Enter a Passcode” and then click the “Text me new codes” button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- Download the [Duo Mobile application](#) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357 (HELP) and the IT support staff will work with you to resolve the issue.

Useful Resource: <https://keeplearning.osu.edu>

See Also “Scheduling Appointments” under Grades, Policies and Procedures below

Structure, Grading and Faculty Response

Unit Structure and Grades Per Unit

These courses are organized with credit hours as the basic units of learning. For each credit hour you are enrolled in, there are three graded components:

1. Complete all agreed-on readings and meet with your instructor on multiple occasions to discuss them. Your instructor may suggest additional sources for you to consult.
2. Turn in a three-to-five-page written report related to what you have read.
3. Give an oral presentation of your written report. You will be expected to speak as an expert—not just read from your paper.

Late assignments

These are a self-paced courses. The only deadline for you to meet is to complete all assignments for the credits you have signed up or contracted for before the date set for completion of all work by the end of the term. Failure to complete all assignments by this date will result in a grade of E.

Grades, Policies and Procedures

Procedure for Meeting Online with Instructor

- 1) At the scheduled time of your II session (per Acuity, our online appointment system), please click on the link of the instructor with whom you have your session(s).
- 2) You will enter the “waiting room” for that instructor’s Zoom meeting. As soon as they are ready, they will approve your entry into the session/meeting.
- 3) Please let your instructor know the assignment you have prepared. **You must keep track of your progress** via the grade files in Carmen and be able to clearly communicate to your instructor where you are.
- 4) You should prepare for your sessions by consulting the appropriate agenda in Carmen and following the instructions for preparation. Written assignments may be scanned or photographed and sent as email attachments.

Scheduling Appointments

We use an on-line sign-up method for making appointments. First, you will have to make an account for yourself here (click “TRY IT NOW”): <https://www.acuityscheduling.com>
Please use your OSU email address for your email.

When you are ready to schedule, open the Chinese I.I. scheduling homepage:
<https://iilc.as.me/?appointmentType=category:Chinese> (We suggest you make a bookmark for the I.I. home page for 5105/5106). First, **log in** using your OSU email address and the password you created. Then click on “**15 minute session**” under Chinese. Then you can either select a particular Laoshi to see if they have availability or you can select “any available” and choose your session times there.

You will only be able to sign up for sessions 14 days in advance. That will always be 14 days from whatever today is, i.e., today you will be able to sign up for sessions up to 14 days from today – tomorrow you will be able to sign up for sessions 14 days from tomorrow, and so on. Sessions open **to the minute**, i.e. a session 14 days from today at 1pm will open up today at 1pm. If you have a tight schedule, make sure you stay on top of your scheduling. (Usually, the earliest available sessions will be posted from 9 am from Mon-Fri.)

If the on-line signup system fails, then we will give you notice via email ASAP.

NOTE: You may sign up for up to 7 appointments per week. The number of appointments you need to complete per week depends upon the number of credit hours you registered for. Roughly speaking, during the regular semester, four or five credit hours require an average of five assignments per week. Also, your scheduled appointments will be cancelled if they are during the school breaks. We encourage students to complete their credits as soon as possible, so you may take the maximum number of appointments per week no matter how few credits you have enrolled for, and thereby finish early.

Acuity Privacy and Accessibility Policies

Acuity’s detailed privacy policy can be found at <https://www.squarespace.com/privacy>. If you are unable to access the appointment website due to a disability, please contact the I.I. Center at Hagerty Hall, Rm 120, 1775 College Rd., Columbus, OH 43210, 614-292-7060 for accommodations.

No-Show policy

You will be able to cancel an appointment **up to 1 hour before that appointment**. If you do not show up for an appointment you are scheduled for, this will be recorded as a “no-show.” A “no-show” means that you either, (a) did not show up for a scheduled appointment or (b) showed up 5 or more minutes late for an appointment. You may have two no-shows per credit without direct consequences. **On your third and each subsequent no-show: Any sessions you are signed up for will be purged from the Acuity system and you will be banned from Acuity for a week (no-show 3), or 2 weeks (no-show 4+).**

Again, you may cancel your existing appointments up to 1 hour in advance without incurring a no-

show.

Scheduling Tips

Keep in mind when scheduling appointments that certain weeks and times are busier than others, and so getting appointments at these times will be more difficult.

- (1) At all times, plan your work wisely and do not procrastinate. Extensions or exceptions to normal I.I. procedures are not granted to any students. Likewise, you will need to keep in mind your own schedule, and be aware of when you are able to schedule appointments in I.I.
- (2) There are always more open sessions during the first half of a semester but fewer during the latter half. You are not allowed to ask instructors for extra sessions (except walk-in sessions when the instructor does not have any student) at the end of the semester if you run out of time.
- (3) All ACT sessions must be completed by the last day of regularly scheduled classes (last day of individual sessions: Friday, December 4th). You will not be granted an exception to this rule for any reason.
- (4) Mark your calendar/day planner with the date and time of your appointments, or save an alarm on your phone. Make sure you know which week you're signing up for. This will help you to remember what time your appointment is, even in case the scheduling site malfunctions. You are responsible for the appointments you've made, even if the server is not available at the time of your appointment. After you use the scheduling site, make sure to log out properly.

4. Policy related to appointments, cancellation, no-show, walk-in sessions, and credit adjustment.

Please review and understand the following course policies carefully. Some of them are very specific to the I.I. mode of instruction.

Important dates

- **Friday, January 28th (Friday of the 3rd week):** You must have completed at least one ACT session by this date.
- **Friday, March 11th (Friday of the 10th week)** is the last day that you can change the number of enrolled credits.
- **Monday, April 25th** (the last day of regularly scheduled classes) is the last day for individual sessions (ACT or FACT). We DO NOT have sessions during final exam week. We do not grant a grade of an incomplete (I).

Walk-in sessions

- (1) You can have walk-in session(s) when an instructor does not have any student during his/her teaching hours.
- (2) Walk-in session(s) can be either FACT or ACT session(s).
- (3) **Walk-ins may not be done during a penalty period after you have had more than one No-Show.** The same grading criteria apply to walk-in sessions. You can check the most up-to-date vacant time slots on the scheduling site.
- (4) To wait for an available walk-in session, please log into CarmenZoom when you have time and enter the waiting room of the instructor on duty with whom you would like to fill an open session. You will be let in once the instructor has an open session.

Adjusting contract hours

The number of credit hours you enroll for in your I.I. courses is your **contract hours**. If you find that you are unable to keep up with the pace you initially set or performing, you may and should adjust the contract hours. To initiate the process of contract adjustment, contact the coordinating instructor.

- (1) Any adjustments in your contract hours must be **completed** no later than **Friday of the 10th week (Friday, March 11th, 2022)**. This is not the date by which you need to initiate the process, but to complete the process. The adjustment process takes a minimum of three business days and up to ten business days.
- (2) Not completing the number of ACT sessions required for the contract hours will result in **the course grade of an E**. We do not grant “incomplete” (I) in the I.I. courses.
- (3) Progress is sequential from one credit hour to the next. Students are required to complete all requisite ACT sessions for one credit hour with the average passing score (60%) before counting the daily grading score for ACT sessions in the next credit hour. Monitor your daily grades and adjust your contract hours, if necessary, in a timely manner.

5. Evaluation and Grading

Daily grading

You will receive a Daily Grade for your performance in every online session, and for every written assignment you turn in. See the grading criteria in the Daily Grading System below. You will be able to see your grade regularly in the Carmen Grade file.

If you find an error in your grade (for example, your score is missing 3 business days after the session or you received a score of 30), please email the instructor **immediately** so that necessary adjustments are made in a timely manner.

Come to all sessions prepared to demonstrate what you are able to do in 15 minutes. Schedule a session appointment only when you are ready to perform and receive a daily grade. If you need help with a particular session you have had, make an appointment for an office hour.

Exams and Quizzes

There are no exams or quizzes in these I.I. courses.

Course grades

The course grade will be determined solely on the basis of grades for your oral and written performances.

Percentages and Letter Grades

The cut-off points corresponding to course grades are as follows.

	B+	87%	C+	77%	D+	67%		
A	93%	B	83%	C	73%	D	60%	E below 60%
A-	90%	B-	80%	C-	70%	D-		

6. Policy related to Grading

Performance in sessions requires your strategic use of everything you have gained from the course materials and experiences in previous sessions.

1. Discuss with your instructor **early in the term** about any accommodations approved by the Office of Disability Services.
2. You may not re-take a session for which a grade has been given.
3. If you notice an error in your daily grade, email the instructor you had for that session IMMEDIATELY, but no later than 36 hours after posting of the score.
4. **Chinese I.I. does not normally issue an "I" (incompletes).** If you do not complete the number of assignments that you contracted for, you have not completed the course. For an incomplete I.I. course, an E will be issued as the course grade. Avoid this situation by changing your contract hours if you can't complete the course in one term (see Section 11).

5. Progress is sequential from one credit hour to the next. Students are required to complete all assignments for one credit hour with the average passing score (80%) before proceeding to assignments for the next credit hour.

1. Grading

In these courses, grades are determined by discussion, performance and the final written and oral assignments.

Discussions are graded on a scale of 0-4 using the following standard:

- 4 Solid preparation with excellent performance that promises interaction with a native with no difficulty, discomfort, or misunderstanding; no base language hesitation noise used in speaking, no telltale "foreignisms" in the written work.
- 3.5 Good preparation with superior performance, but some noticeable errors that would hinder smooth interaction with a native.
- 3 Good preparation with good performance, but evident weakness or patterned error.
- 2.5 Some preparation evident but requires a lot of help from the interlocutor.
- 2 Minimum preparation, which puts a burden on the interlocutor (a native would avoid using Chinese with you shifting to English to lessen the workload or vice versa).
- 1.5 Barely prepared/participating.
- 1 Evidently unprepared.

The written reports will be graded on the basis of readability (1 point), grammatical and lexical accuracy (1 point each) and content (1 point). Students have the option of submitting a draft to the instructor for review and suggestions. Only your final draft, due at the last meeting of each credit hour, will be graded.

The final grade will be based on the total points earned for all credits combined, and will be calculated as follows:

Daily Discussion	4 points per session, 3 sessions per credit
Written Reports	4 points each, 1 report per credit

6. Communication

- Call **614-688-HELP** at any time if you have a technical problem.
- E-mail is the best way to reach I.I. instructors.
- All emails sent from Chinese I.I. will go to your OSU email address. Make sure you check your **OSU email account** on a daily basis.
- You can generally expect Daily Grade input within **1-3 days** of your session.
- We make every effort to reply to e-mails within **24 hours on school days** (not during the weekend).
- It is basic courtesy to the instructors and your fellow classmates to inform the instructor should you decide to drop the course.

7. Academic integrity policy

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc/>

If any of the I.I. instructors suspects that a student has committed academic misconduct in this course, they are obligated by university rules to report their suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the university’s *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the university.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- Committee on Academic Misconduct web page (go.osu.edu/coam)
- *Ten Suggestions for Preserving Academic Integrity* (go.osu.edu/ten-suggestions)

8. We want you to succeed

Please make use of available services of the university that are designed to help you succeed in your academic endeavors. Let’s keep the experience of these courses fulfilling and enriching for everybody who participates.

Student Academic Services

University Student Services can be accessed through BuckeyeLink. More information is available here: <https://contactbuckeyelink.osu.edu/>

Advising resources for students are available here: <http://advising.osu.edu>

Student Services

The Student Service Center assists with financial aid matters, tuition and fee payments. Please see their site at: <http://ssc.osu.edu>

Copyright Disclaimer

The materials used in connection with these courses may be subject to copyright protection and are only for the use of students officially enrolled in the courses for the educational purposes associated with the courses. Copyright law must be considered before copying, retaining, or disseminating materials outside of the courses.

Title IX

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Interim Ohio State Title IX Coordinator at titleix@osu.edu

Diverse and inclusive learning environment

The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to provide opportunities for students to learn more about persons who are different from them. We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

Your Mental Health

As a student you may experience a range of issues that can cause barriers to learn, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. No matter where you are engaged in distance learning, The Ohio State University's Student Life Counseling and Consultation Service (CCS) is here to support you. If you find yourself feeling isolated, anxious or overwhelmed, on-demand resources are available at go.osu.edu/ccsondemand. You can reach an on-call counselor when CCS is closed at 614- 292-5766, and 24-hour emergency help is also available through the 24/7 National Prevention Hotline at 1-800-273-TALK or at suicidepreventionlifeline.org. The Ohio State Wellness app is also a great resource available at go.osu.edu/wellnessapp.

9. Accessibility Accommodations for Students with Disabilities

The university strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability including mental health, chronic

or temporary medical conditions, please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. **SLDS contact information:** slds@osu.edu; 614-292-3307; 098 Baker Hall, 113 W. 12th Avenue.

Accommodated Exams

No mid-term or final examinations or quizzes are given in these Chinese I.I. courses.

Accessibility of course technology

This online course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- [Canvas accessibility \(go.osu.edu/canvas-accessibility\)](https://go.osu.edu/canvas-accessibility)
- Streaming audio and video
- CarmenZoom accessibility (go.osu.edu/zoom-accessibility)
- Collaborative course tools

10. Land acknowledgement

We would like to acknowledge the land that The Ohio State University occupies is the ancestral and contemporary territory of the Shawnee, Potawatomi, Delaware, Miami, Peoria, Seneca, Wyandotte, Ojibwe and Cherokee peoples. Specifically, the university resides on land ceded in the 1795 Treaty of Greenville and the forced removal of tribes through the Indian Removal Act of 1830. I/We want to honor the resiliency of these tribal nations and recognize the historical contexts that has and continues to affect the Indigenous peoples of this land.

More information on OSU's land acknowledgement can be found here:

<https://mcc.osu.edu/about-us/land-acknowledgement>

Selected Readings in Scholarly Chinese Texts I
Chinese 5105.51
Individualized Instruction
1-3 Credits

教师

张晓松, zhang.753@osu.edu

办公室: 367 Hagerty Hall

电话: 292-9601

目标及概括 Course Goals and Procedures

上此课的学生将自己选择中文资料进行阅读和写作（并与指导教师进行讨论）。到学期末，学生将会在自己所感兴趣的专门内增加词汇量、提高阅读中文资料的速度，提升对中文的理解能力。

In this course, learners will select, read and report on specialized written materials in Chinese. By the end of the course, learners will have acquired vocabulary in fields of professional interest, increased the speed at which they can read scholarly discourse in Chinese, and improved their comprehension of such texts.

这是一门专为学生个性化需求而设计的课程：读物由学生根据兴趣爱好和能力自己选定，并在指导老师的帮助下进行学习。

This course is personalized: reading materials are selected by the students based on their fields of study and abilities and with input from the instructor.

该课程的学习任务分为三个部分：A) 阅读及讨论、B) 期末论文、C) 期末口头报告
Course work for each credit consists of three components: A) Reading & discussion, B) Written Report, C) Oral Presentation of Written Report.

A) 学生要预先约定每周与指导老师单独会面一次。每次会面时，学生将：
Students will arrange to meet individually with the instructor at least once per week to:

1. 对本周的读物进行概括和总结
Summarize the material read;
2. 针对自己在独立阅读和研究后未尚解决的语言点提出问题，例如关于词汇、语法的问题，等等
Ask questions on linguistic points such as vocabulary and grammar that are not resolved through independent research;
3. 在阅读过程中提出与内容相关的问题，例如有哪些部分没看懂，等等
Ask questions regarding meaning of passages;
4. 与指导教师共同讨论，以确保读懂并正确理解中文资料的内容和含义
Discuss reading content with the instructor to demonstrate/correct comprehension.

B) 最后一次与指导老师见面时（应该是第十次），学生必须提交 5 至 10 页用中文写成的文章，内容要完全与所读过的资料相关。在第 7 周时，学生必须提交文章题目，并由指导老师进行评议和认可。文章题目应该涵盖学期读物的一个或者多个方面的内容。

B) At the final discussion meeting of each credit hour, students are required to submit a 3-5 page written report in Chinese related to the readings completed. By the second session of each credit, students must submit the report topic to the instructor for review and approval. Topics should summarize and comment on one or more aspects of the student's readings.

评估 Evaluation

该课程的成绩以学生与老师讨论时的表现和期末文章为定。

In this course, grades are determined by discussion performance and the final written and oral assignments.

讨论课使用下面 0 至 4 的标准给出成绩：

Discussions are graded on a scale of 0-4 using the following standard:

- 4 准备得很充分、练习表演出色并在与中国人打交道时绝对不会引起任何问题、不会产生不舒服或误解等。在犹豫时，不用自己文化习惯的方法来表示（如：“uh”）。写作中没有明显的外文影响。
Solid preparation with excellent performance that promises interaction with a native with no difficulty, discomfort, or misunderstanding;
no base language hesitation noise used in speaking, no telltale “foreignisms” in the written work.
- 3.5 准备得很好、练习表演出色但偶尔犯的错误会影响其与中国人的顺利交流。
Good preparation with superior performance, but some noticeable errors that would hinder smooth interaction with a native.
- 3 准备得很好、练习表演很好，但有明显弱点或重复犯同样的错误。
Good preparation with good performance, but evident weakness or patterned error.
- 2.5 Some preparation evident but requires a lot of help from the interlocutor.
做了一些准备，但经常需要在教师的帮助下才能完成练习表演。
- 2 Minimum preparation, which puts a burden on the interlocutor (a native would avoid using Chinese with you shifting to English to lessen the workload or vice versa).
只准备了一点，使得对方不得不承担谈话的大部分责任。美国的说话者或中国的对话者为了解决交流中出现的问题可能会开始使用英语谈话。
- 1.5 Barely prepared/participating. 没怎么准备，不怎么参加练习活动。
- 1 Evidently unprepared. 完全没有准备。

期末文章将以下面的标准给成绩：

* 可读性（1分）

- * 语法规程程度（1分）
- * 词语准确度（1分）
- * 内容（1分）

学生可以在第 12 周提交草稿并得到指导教师的反馈和建议。只有在最后一周（第 14 周）完成的正稿才会给出成绩。

The written reports will be graded on the basis of readability (1 point), grammatical and lexical accuracy (1 point each) and content (1 point). Students have the option of submitting a draft to the instructor for review and suggestions. Only your final draft, due at the last meeting of each credit hour, will be graded.

最后成绩以下面公式计算：

The final grade will be based on the total points earned for all credits combined, and will be calculated as follows:

讨论课 Daily Discussion	4 points per session, 3 sessions per credit
期末文章 Written Reports	4 points each, 1 report per credit

You will be meeting with your instructors for 15-minute sessions in the Individualized Learning Center in Hagerty 120.

Scheduling Appointments

We use an on-line sign-up method for making appointments. First, you will have to make an account for yourself here (click "TRY IT NOW"): <https://www.acuityscheduling.com>
Please use your OSU email address for your email.

When you are ready to schedule, open the Chinese I.I. scheduling homepage: <https://iilc.as.me/?appointmentType=category:Chinese> (We suggest you make a bookmark for the I.I. home page. First, **log in** using your OSU email address and the password you created. Then click on "**15 minute session**" under Chinese. Then you can either select a particular Laoshi to see if they have availability or you can select "any available" and choose your session times there.

You will only be able to sign up for sessions 14 days in advance. That will always be 14 days from whatever *today* is, i.e., today you will be able to sign up for sessions up to 14 days from today – tomorrow you will be able to sign up for sessions 14 days from tomorrow, and so on. Sessions open **to the minute**, i.e. a session 14 days from today at 1pm will open up today at 1pm. If you have a tight schedule, make sure you stay on top of your scheduling. (Usually, the earliest available sessions will be posted from 9 am from Mon-Fri.)

If the Acuity on-line signup system fails, then we will give you notice via email ASAP.

NOTE: You may sign up for up to 7 appointments per week. The number of appointments you need to complete per week depends upon the number of credit hours you registered for. Roughly speaking, during the regular semester, four or five credit hours require an average of five assignments per week. Also, your scheduled appointments will be cancelled if they are during the school breaks. We encourage students to complete their credits as soon as possible, so you may take the maximum number of appointments per week no matter how few credits you have

enrolled for, and thereby finish early.

Acuity Privacy and Accessibility Policies

Acuity's detailed privacy policy can be found at <https://www.squarespace.com/privacy>. If you are unable to access the appointment website due to a disability, please contact the I.I. Center at Hagerty Hall, Rm 120, 1775 College Rd., Columbus, OH 43210, 614-292-7060 for accommodations.

No-Show policy

You will be able to cancel an appointment **up to 1 hour before that appointment**. If you do not show up for an appointment you are scheduled for, this will be recorded as a "no-show." A "no-show" means that you either, (a) did not show up for a scheduled appointment or (b) showed up 5 or more minutes late for an appointment. You may have two no-shows per credit without direct consequences. **On your third and each subsequent no-show: Any sessions you are signed up for will be purged from the Acuity system and you will be banned from Acuity for a week (no-show 3), or 2 weeks (no-show 4+).**

Again, you may cancel your existing appointments up to 1 hour in advance without incurring a no-show.

Scheduling Tips

Keep in mind when scheduling appointments that certain weeks and times are busier than others, and so getting appointments at these times will be more difficult.

- (1) At all times, plan your work wisely and do not procrastinate. Extensions or exceptions to normal I.I. procedures are not granted to any students. Likewise, you will need to keep in mind your own schedule, and be aware of when you are able to schedule appointments in I.I.
- (2) There are always more open sessions during the first half of a semester but fewer during the latter half. You are not allowed to ask instructors for extra sessions (except walk-in sessions when the instructor does not have any student) at the end of the semester if you run out of time.
- (3) All sessions must be completed by the last day of regularly scheduled classes (last day of individual sessions: Friday, December 4th). You will not be granted an exception to this rule for any reason.
- (4) Mark your calendar/day planner with the date and time of your appointments, or save an alarm on your phone. Make sure you know which week you're signing up for. This will help you to remember what time your appointment is, even in case the scheduling site malfunctions. You are responsible for the appointments you've made, even if the server is not available at the time of your appointment. After you use the scheduling site, make sure to log out properly.

3. Policy related to appointments, cancellation, no-show, walk-in sessions, and credit adjustment.

Please review and understand the following course policies carefully. Some of them are very specific to the I.I. mode of instruction.

Important dates

- **Friday, January 28th (Friday of the 3rd week)**: You must have completed at least one ACT session by this date.
- **Friday, March 11th (Friday of the 10th week)** is the last day that you can change the number of enrolled credits.
- **Monday, April 25th** (the last day of regularly scheduled classes) is the last day for individual sessions (ACT or FACT). We DO NOT have sessions during final exam week. We do not grant a grade of an incomplete (I).

Walk-in sessions

- (1) You can have walk-in session(s) when an instructor does not have any student during his/her teaching hours.
- (2) **Walk-ins may not be done during a penalty period after you have had more than one No-Show.** The same grading criteria apply to walk-in sessions. You can check the most up-to-date vacant time slots on the scheduling site.

Adjusting contract hours

The number of credit hours you enroll for in your I.I. courses is your **contract hours**. If you find that you are unable to keep up with the pace you initially set or performing, you may and should adjust the contract hours. To initiate the process of contract adjustment, contact the coordinating instructor.

- (1) Any adjustments in your contract hours must be **completed** no later than **Friday of the 10th week (Friday, March 11th, 2022)**. This is not the date by which you need to initiate the process, but to complete the process. The adjustment process takes a minimum of three business days and up to ten business days.
- (2) Not completing the number of ACT sessions required for the contract hours will result in **the course grade of an E**. We do not grant “incomplete” (I) in the I.I. courses.
- (3) Progress is sequential from one credit hour to the next. Students are required to complete all requisite sessions and writings for one credit hour with the average passing score (60%) before continuing on for sessions in the next credit hour. Monitor your daily grades and adjust your contract hours, if necessary, in a timely manner.

4. Evaluation and Grading

Daily grading

You will receive a Daily Grade for your performance in every session and for each writing. See the grading criteria in Daily Grading System below.

Our goal of “comfortable interaction” in Chinese with users of Chinese does not only mean linguistic accuracy but also culturally coherent behavior and written expressions. Your grade will be determined on the basis of linguistic and cultural aspects of your performance. You will be able to see your grade regularly in Carmen Grade.

If you find an error in your daily grade score (for example, your score is missing 3 business days after the session or you received a score of 30), please email the instructor you had for that session **immediately** so that necessary adjustments are made in a timely manner. We cannot change daily grades after 36 hours of their posting.

You may not re-do or repeat a session. Come to all sessions prepared to demonstrate what you are able to do in 15 minutes. Schedule an appointment only when you are ready to perform and receive a grade. If you need help with a particular session you have had, make an appointment for an office hour.

Exams and Quizzes

There are no exams or quizzes in these I.I. courses.

Course grades

The course grades will be determined solely on the basis of your grades for sessions with instructors and on your writings.

Percentages and Letter Grades

Here are minimum percentages for letter grades:

A	93%	B	83%	C	73%	D	60%
A-	90%	B-	80%	C-	70%	E	Below 60%
B+	87%	C+	77%	D+	67%		

5. Policy related to Grading

Performance in sessions requires your strategic use of everything you have gained from the course materials and experiences in previous sessions.

1. Discuss with your instructor **early in the term** about any accommodations approved by the Office of Disability Services.
2. You may not re-take a session for which a grade has been given.
3. If you notice an error in your daily grade on Carmen email the instructor you had for that session **IMMEDIATELY**, but no later than 36 hours after posting of the score.
4. **Chinese I.I. does not normally issue an "I" (incompletes)**. If you do not complete the number of assignments that you contracted for, you have not completed the course. For any incomplete I.I. course, an E will be issued as the course grade. Avoid this situation by changing your contract hours (see Section 11).

5. Progress is sequential from one credit hour to the next. Students are required to complete all requisite sessions and writings for one credit hour with the average passing score (60%) before counting daily grading scores for any ACT sessions for the next credit hour.

6. Daily Grading System for Chinese at DEALL

Chinese program at the Department of East Asian Languages and Literatures utilizes the “daily grading” system. In most courses, the majority of your course grade is determined by your performance in the ACT sessions you attend.

In every online session, you are expected to be prepared to actively participate in doing things in Chinese based on the assigned material. This entails both performance of **pre-rehearsed** events, as well as **application** of everything you have studied up to that point in new contexts.

For each assignment/session you complete, you receive a score of up to 8 points. On days when both a writing and reading assignment are due, each task will have a maximum point value of 4 and the two will be added together for your score. Thus **your “daily grade” is up to 8 points.**

The scores are assigned according to the following rubrics.

Score	Description
8	Performance is culturally coherent, that is, would present little to no difficulty, discomfort, or puzzlement in interaction with a user of Chinese who is operating under Chinese cultural assumptions. Repair (restating or correcting yourself, requesting clarification, etc.) is self-managed and immediate.
7	Performance is superior, for the most part culturally coherent. There is little about it to create difficulties, discomfort, or puzzlement in interaction with a competent user of Chinese who is operating under Chinese cultural assumptions. Most repair is self-managed, but you may require time or encouragement from another (=instructor, classmate, etc.).
6	Performance is good. Few aspects of it create difficulties, discomfort, or puzzlement in communicating with a competent user of Chinese who is operating under Chinese cultural assumptions but is also sympathetic to learners of Chinese. Self-managed repair alone, however, is not sufficient; you also require occasional repair/correction from another (= instructor, classmate, etc.).
5	Performance enables communication, but also presents several clear-cut sources of difficulty, discomfort, or puzzlement in communicating with a competent user of Chinese who is operating under Chinese cultural assumptions but is also sympathetic to learners of Chinese. Repair is largely a matter of correcting problems, and correction comes mostly from others.
4	Performance creates definite obstacles to communication, which usually involve more than simple discomfort. Utterances would cause puzzlement that another person is at a loss to resolve ("What is s/he trying to say?"). Repair requires multiple, often repeated, correction and guidance from another, achieved only with repeated correction and guidance from another. Clearly not in control of assigned material.
3	Performance shows many problems that would create such difficulties, discomfort, and puzzlement that even a sympathetic interlocutor would want to look for alternative means of communication (e.g., switching to English). A reasonable level of communication cannot be sustained.
2	Some attempts to perform, but with no recognizable success without much effort and creative interpretation on the part of the interlocutor.

7. Communication

- Call **614-688-HELP** at any time if you have a technical problem.

- E-mail is the best way to reach I.I. instructors.
- All emails sent from Chinese I.I. will go to your OSU email address. Make sure you check your **OSU email account** on a daily basis.
- You can generally expect Daily Grade input within **1-3 days** of your session.
- We make every effort to reply to e-mails within **24 hours on school days** (not during the weekend).
- It is basic courtesy to the instructors and your fellow classmates to inform the instructor should you decide to drop the course.

8. Academic integrity policy

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc/>

If any of the I.I. instructors suspects that a student has committed academic misconduct in this course, they are obligated by university rules to report their suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the university’s *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the university.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- Committee on Academic Misconduct web page (go.osu.edu/coam)
- *Ten Suggestions for Preserving Academic Integrity* (go.osu.edu/ten-suggestions)

9. We want you to succeed

Please make use of available services of the university that are designed to help you succeed in your academic endeavors. Let’s keep the experience of this course fulfilling and enriching for everybody who participates.

Student Academic Services

University Student Services can be accessed through BuckeyeLink. Class schedules, email, Buckeyelink, Carmen and more campus information are available here: <https://contactbuckeyelink.osu.edu/>.

Advising resources for students are available here: <http://advising.osu.edu>

Student Services

The Student Service Center assists with financial aid matters, tuition and fee payments. Please see their site at: <http://ssc.osu.edu>

Copyright Disclaimer

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

Title IX

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Interim Ohio State Title IX Coordinator at titleix@osu.edu

Diverse and inclusive learning environment

The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to provide opportunities for students to learn more about persons who are different from them. We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

Your Mental Health

As a student you may experience a range of issues that can cause barriers to learn, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. No matter where you are engaged in distance learning, The Ohio State University's Student Life Counseling and Consultation Service (CCS) is here to support you. If you find yourself feeling isolated, anxious or overwhelmed, on-demand resources are available at go.osu.edu/ccsondemand. You can reach an on-call counselor when CCS is closed at 614- 292-5766, and 24-hour emergency help is also available through the 24/7 National Prevention Hotline at 1-800-273-TALK or at suicidepreventionlifeline.org. The Ohio State Wellness app is also a great resource available at go.osu.edu/wellnessapp.

10. Accessibility Accommodations for Students with Disabilities

The university strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability including mental health, chronic or temporary medical conditions, please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. **SLDS contact information:** slds@osu.edu; 614-292-3307; 098 Baker Hall, 113 W. 12th Avenue.

Accommodated Exams

No mid-term or final examinations or quizzes are given in these two Chinese I.I. courses.

Accessibility of course technology

This online course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- [Canvas accessibility \(go.osu.edu/canvas-accessibility\)](https://go.osu.edu/canvas-accessibility)
- Streaming audio and video
- CarmenZoom accessibility (go.osu.edu/zoom-accessibility)
- Collaborative course tools

11. Land acknowledgement

We would like to acknowledge the land that The Ohio State University occupies is the ancestral and contemporary territory of the Shawnee, Potawatomi, Delaware, Miami, Peoria, Seneca, Wyandotte, Ojibwe and Cherokee peoples. Specifically, the university resides on land ceded in the 1795 Treaty of Greenville and the forced removal of tribes through the Indian Removal Act of 1830. I/We want to honor the resiliency of these tribal nations and recognize the historical contexts that has and continues to affect the Indigenous peoples of this land.

More information on OSU's land acknowledgement can be found here:
<https://mcc.osu.edu/about-us/land-acknowledgement>

Distance Approval Cover Sheet

For Permanent DL/DH Approval | College of Arts and Sciences

Course Number and Title: 5105.61 Selected Readings in Scholarly Chinese Texts I: Individualized Track Online

Carmen Use

Please consider using [ASC's distance learning course template](#). For more on use of Carmen: <https://teaching.resources.osu.edu/teaching-topics/carmen-common-sense-best-practices>

A Carmen site will be created for the course, including a syllabus and gradebook at minimum. **Yes**

If no: **Enter additional details if you responded no...**

Syllabus

Proposed syllabus uses the ASC distance learning syllabus template, includes boilerplate language where required, as well as a clear description of the technical and academic support services offered, and how learners can obtain the **Yes**

Syllabus is consistent and is easy to understand from the student perspective. **Yes**

Syllabus includes a schedule with dates and/or a description of what constitutes the beginning an end of a week or module. **Yes**

If there are required synchronous sessions, the syllabus clearly states when they will happen and how to access them. **Yes**



Additional comments (optional):

We've been using this syllabus for in-person instruction for some time, and, more recently, for distance teaching and learning, updating it as necessary. Adapting it for distance learning requires no changes in course content or contact time as compared to in-person instruction.

Instructor Presence

For more on instructor presence: <https://teaching.resources.osu.edu/teaching-topics/online-instructor-presence>

Students should have opportunities for regular and substantive academic interactions with the course instructor. Some ways to achieve this objective:

- Regular instructor communications with the class via announcements or weekly check-ins**
- Instructional content, such as video, audio, or interactive lessons, that is visibly created or mediated by the instructor**
- Regular participation in class discussion, such as in Carmen discussions or synchronous sessions**
- Regular opportunities for students to receive personal instructor feedback on assignments**

Please comment on this dimension of the proposed course (or select/explain methods above):

Students will receive the same amount of contact time with instructor as in-person instruction—the only difference will be delivery by Zoom instead of in-person. We did this successfully during the 20-21 academic year.

Delivery Well-Suited to DL/DH Environment

Technology questions adapted from the [Quality Matters](#) rubric. For information about Ohio State learning technologies: <https://teaching.resources.osu.edu/toolsets>

The tools used in the course support the learning outcomes and competencies. Yes

Course tools promote learner engagement and active learning. Yes

Technologies required in the course are current and readily obtainable. Yes

Links are provided to privacy policies for all external tools required in the course. Yes

Additional technology comments:

We used Zoom successfully in this course during the 20-21 academic year and plan to continue using it.

Which components of this course are planned for synchronous delivery and which for asynchronous delivery? (For DH, address what is planned for in-person meetings as well.)

All materials are selected for guided self-study, so there is much asynchronous instruction built into the course in order for students to prepare for synchronous instruction, when they will be required to discuss and present on the content of the materials in the language.

If you believe further explanation would be helpful, please comment on how course activities have been adjusted for distance learning:

We have not had to alter most course activities to adapt to distance teaching and learning—students still prepare the same assignments and still speak Chinese with instructors during graded meetings. The one activity we have adjusted concerns submission of written compositions: these are submitted to instructors via email instead of in-person.

Workload Estimation

For more information about calculating online instruction time: [ODEE Credit Hour Estimation](#)

Course credit hours align with estimated average weekly time to complete the course successfully. Yes

Course includes direct (equivalent of “in-class”) and indirect (equivalent of “out-of-class”) instruction at a ratio of about 1:2. Yes

Provide a brief outline of a typical course week, categorizing course activities and estimating the approximate time to complete them or participate:

Enter details...

In a typical week, students will meet with instructors three times. In those sessions they will review and discuss the authentic texts they have read in Chinese. They will do oral presentations and submit written summaries on the results of their research. Each session is 15 minutes of one-on-one contact. Time to prepare depends on the individual student, but should be around 2 hours per session.

In the case of course delivery change requests, the course demonstrates comparable rigor in meeting course learning outcomes. Not Applicable

Accessibility

For more information or a further conversation, contact the [accessibility coordinator](#) for the College of Arts and Sciences. For tools and training on accessibility: [Digital Accessibility Services](#)

Instructor(s) teaching the course will have taken Digital Accessibility training (starting in 2022) and will ensure all course materials and activities meet requirements for diverse learners, including alternate means of accessing course materials when appropriate. Yes

Information is provided about the accessibility of all technologies required in the course. All third-party tools (tools without campus-wide license agreements) have their accessibility statements included. Yes

Description of any anticipated accommodation requests and how they have been/will be addressed.

As this is a self-paced course, we've been able easily to accommodate students who need more time to complete assignments or who need to cancel appointments with us for reasons of a disability. We can work with the Student Disability Office to handle any other types accommodations for disabilities as they arise.

Additional comments:

Enter any additional comments about accessibility...

Academic Integrity

For more information: <https://go.osu.edu/teaching-resources-academic-integrity>

The course syllabus includes online-specific policies about academic integrity, including specific parameters for each major assignment: Yes

Assignments are designed to deter cheating and plagiarism and/or course technologies such as online proctoring or plagiarism check or other strategies are in place to deter cheating: Yes

Additional comments:

Most grades are based on discussion or oral presentation of assigned material in the online presence of the instructor, who assigns a grade on the spot. Cheating in this situation is difficult if not impossible.

Frequent, Varied Assignments/Assessments

For more information: <https://teaching.resources.osu.edu/teaching-topics/designing-assessments-student>

Student success in online courses is maximized when there are frequent, varied learning activities. Possible approaches:

- Opportunities for students to receive course information through a variety of different sources, including indirect sources, such as textbooks and lectures, and direct sources, such as scholarly resources and field observation**
- Variety of assignment formats to provide students with multiple means of demonstrating learning**
- Opportunities for students to apply course knowledge and skills to authentic, real-world tasks in assignments**

Comment briefly on the frequency and variety of assignment types and assessment approaches used in this course (or select methods above):

Chinese 5105.61 is designed to give advanced-level students the opportunity to develop their expertise in Chinese in a specific domain. Students must produce a plan of study using multiple authentic sources for their research, subject to modification and approval of the instructor. They must be able to discuss their findings in Chinese in a Q&A format, and deliver oral presentations and written compositions summarizing their work. These are assessed based on their acceptability to a hypothetical educated native speaker of Chinese.

Community Building

For more information: <https://teaching.resources.osu.edu/teaching-topics/student-interaction-online>

Students engage more fully in courses when they have an opportunity to interact with their peers and feel they are part of a community of learners. Possible approaches:

- Opportunities for students to interact academically with classmates through regular class discussion or group assignments**
- Opportunities for students to interact socially with classmates, such as through video conference sessions or a course Q&A forum**
- Attention is paid to other ways to minimize transactional distance (psychological and communicative gaps between students and their peers, instructor, course content, and institution)**

Please comment on this dimension of the proposed course (or select methods above):

The purpose of this course is to allow students to explore their separate interests at their own pace under the guidance of an instructor. It is of necessity highly individualized.

Transparency and Metacognitive Explanations

For more information: <https://teaching.resources.osu.edu/teaching-topics/supporting-student-learning-your>

Students have successful, meaningful experiences when they understand how the components of a course connect together, when they have guidance on how to study, and when they are encouraged to take ownership of their learning. Possible approaches:

- Instructor explanations about the learning goals and overall design or organization of the course**
- Context or rationale to explain the purpose and relevance of major tasks and assignments**
- Guidance or resources for ancillary skills necessary to complete assignments, such as conducting library research or using technology tools**
- Opportunities for students to take ownership or leadership in their learning, such as by choosing topics of interest for an assignment or leading a group discussion or meeting**
- Opportunities for students to reflect on their learning process, including their goals, study strategies, and progress**
- Opportunities for students to provide feedback on the course**

Please comment on this dimension of the proposed course (or select methods above):

Additional Considerations

Comment on any other aspects of the online delivery not addressed above:

This is not a conversion of a classroom course—it is a conversion of an existing individualized instruction course we have been offering for many years. The only difference is the mode of delivery.

Reviewed by Jeremie Smith on 9/20/2021



Additional resources and examples can be found on [ASC's Curriculum and Assessment Website](#).