

# HOSEI INTRODUCTION 2006

I hope that you have all read the class information, those of you that haven't will find it in the Hosei prospectus.

Now I think that you are interested in how to achieve a good grade in this class. Are you? At this time you all have an B grade or 70%. The difficult thing is to manage to maintain that grade and improve it to an A. Perfect attendance will not by its self qualify you. You will need to have both perfect attendance and exceptional work or improvement in your English ability. Supplementary work may help.

Mobile phones must be switched off during class penalties for use are severe

A maximum of absences 3 during the semester with no lateness to have an opportunity to pass this class. The only acceptable reasons for absence are sickness or a death in your immediate family. Absence for Seminars circles or any other University activities are not reasons to miss these classes

- **More than 10 minutes late is half absent.**
- **Over 20 minutes late is 3/4 absent.**
- **Over 30 minutes late is absent.**
- **Unless you have a certificate from the rail company.**
- **You must notify me of absence by 6pm on Sunday before the class and complete a 200 word makeup essay for permitted absences**

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What you will be doing in this class is to some extent up to you. I am going to put some ground rules in place, but as far as the topics we will cover they will be decided by yourselves, I am going to tell you the ground rules for this class.

- Firstly I am not going to teach you English, that is the job of primary and high schools, I am here to help you improve your communication skills, and to help you to learn English.
- I expect you to make a name card for your self and to display it during every class, as this is an English class you will put your given names [not family names] on this card
- For much of the time you will be working in small groups. Group formation; you will form groups they can have 4 to 6 members.
- Reports, investigations, debate preparations will be a group effort, every student is expected to contribute and all group members will benefit equally.
- Reports, papers, investigations, debate preparations, student introductions and any other written work must be typed and must be submitted in print (2 copies double spaced)

Reports papers, and investigations must be properly referenced and footnoted

[Standard of Evaluation] 100% Continuous assessment based on all aspects of the class including Attendance, Punctuality, Short papers, Presentations, Participation in debates, and Homework.