

EAJ 205 – Spring 2020

JAPANESE RESEARCH AND BIBLIOGRAPHIC METHODS

Class Number 4170

Instructor:	Prof. Susanna Fessler	This course is taught fully online asynchronously using the Blackboard Learning System (BLS). Office Hours: By Appointment
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Course Description:

This course will cover research and bibliographic methods in Japanese Studies. Students will learn how to navigate library catalogs and the internet with specific emphasis on Japanese databases and resources. Students will also learn how to use Japanese reference materials, such as character dictionaries. **This course has a strict prerequisite of at least one year of Japanese language or its equivalent. Students who do not have this prerequisite are not qualified nor prepared for the course. If you are planning on simultaneously enrolling in EAJ102 and EAJ205 and are concerned about whether you will have the necessary Japanese skills, please contact me and we can discuss it.**

Required Texts/Materials:

- 1) Students should choose appropriate dictionaries (a Japanese-English/English Japanese dictionary, and perhaps a 国語辞典). You will need a kanji dictionary. **The only acceptable kanji dictionary for this course is *The New Nelson Japanese-English Character Dictionary* (ISBN 0804820368). You should be able to find used copies on the internet for a lower price than the bookstore offers. The Kodansha Learner's Dictionary is not sufficient for this course.**
- 2) The following texts are also required:
 - *The Princeton Companion to Classical Japanese Literature* by Earl Miner
 - *Research in Japanese Sources: a Guide* by Herschel Webb and Marleigh Ryan

How to Navigate this Course:

Note: there will be an introductory online video available at the beginning of the semester to walk you through the steps described below. An announcement will go out to all registered students once it is ready.

I have set this course up by "Learning Modules." Although you can navigate through the BlackBoard pages in all sorts of ways, I'd suggest using the "Learning Modules" as your primary starting point. For example, you can access homework assignments through "Homework Assignments," but you can also find each homework assignment for each learning module on that module's page.

Generally speaking we will cover two modules a week. To some extent, this is a self-paced course. By "some extent" I mean that the homework assignments have solid due dates, so although you can work ahead if you want, you cannot fall behind. The exams will also be given at specific times. To help you set a good pace, I have put notes on the course calendar of a when to start a learning module, and when the homework for that module is due. These are suggested beginning times--I will not be checking to see when you started a learning module. But, of course, the homework assignments all have due dates, and those DO matter.

For those of you cross-registering from another SUNY campus, keep in mind we'll be following the University at Albany academic calendar, which may differ from the academic calendar of your home institution.

At the top of each Learning Module page will be a list of **Tasks** for that unit. Each module will include a video (or videos), a reading, or both. Watch/read those first. They'll be on the module page. There may also be other assigned reading for the module, in which case you should do that, too. Whether you watch the video first or do the reading is up to you. There may also be "Recommended Reading" links on the module page. That is not required, but could be helpful.

Last, once you think you've got the hang of the module, you should do the homework assignment. I strongly suggest this order--I've had students who were impatient and who tried to do the homework before they read through the lesson, and it invariably didn't turn out well.

Testing and Grading:

There will be regular homework assignments. Late assignments will suffer a 10 pt. reduction. No assignments will be accepted beyond one week past the due date. The capstone project for this class will be an annotated bibliography. There will be a mid-term and a final exam. Grading is as follows:

Homework:	35%
Midterm:	20%
Annotated Bibliography:	25%
Final Exam:	20%

This syllabus is a contract. I agree to teach the topics listed below, and to grade you on the criteria listed above. I consider a grade of "Incomplete" to be for emergencies (death in the family, extreme illness, etc.), *not* for students who fail to plan ahead. **I do not curve grades or give extra credit assignments.** The grading scale is as follows:

93-100%=A	87-89%=B+	77-79%=C+	67-69%=D+	0-59%=E
90-92%=A-	83-86%=B	73-76%=C	63-66%=D	
	80-82%=B-	70-72%=C-	60-62%=D-	

If you want to check on your performance at any point in the semester, feel free to e-mail me and we'll run through the numbers. You will also be able to see your homework scores and exam scores on Blackboard through "My Grades." If there are extenuating circumstances that you anticipate will unduly affect your grade, **it is your responsibility to contact me IN ADVANCE or AS SOON AS you are aware of the problem.**

Submitting Homework:

Unless otherwise noted, homework should be submitted through the Blackboard Learning System (BLS). The homework assignments are available under the related Learning Module. For example, if the class topic is about kanji radicals, you will also find the homework assignment for kanji radicals there. This is also the location where you will submit your homework to me. Most often you will submit homework as an attached document.

Reasonable Accommodations:

Reasonable accommodations will be provided for students with documented physical, sensory, systemic, cognitive, learning and psychiatric disabilities. If you believe you have a disability

requiring accommodation in this class, please notify the Director of the Disability Resource Center (Campus Center 137, 442-5490). That office will provide the course instructor with verification of your disability, and will recommend appropriate accommodations.

Accommodations due to Religious Observance:

In accordance with New York State Education Law (Section 224-a), students unable, because of religious beliefs to register or take exams on certain days shall be excused from any examination or any study or work requirements. An equivalent opportunity to take the exam(s) will be provided.

Academic Integrity:

Your work must be your own. When completing the homework assignments and the exams, it is my expectation that you will NOT be collaborating with *people*. However, by nature of the material, you *will* on occasion be consulting various *materials*. For example, when you take the midterm exam, you will be asked to use *Nelson's Dictionary* to answer some of the questions. If I discover that you have collaborated with others—classmates or anyone else—you will receive a 0 for the assignment, and I will file a “Violation of Academic Integrity Report” with the Undergraduate Dean’s office. Please see the University’s Standards of Academic Integrity at https://www.albany.edu/undergraduate_bulletin/regulations.html. “Collaboration” here includes getting any test information from a classmate who has already taken the test.

All that said, studying the material together and discussing it with classmates *outside of the context of completing homework or exams* is encouraged.

System Requirements:

A few things to keep in mind:

- This is an online course, and there are many streaming videos in it. So, if you're working with a slow connection or dial-up it might take patience. The videos themselves live on Youtube in an unlisted playlist. "Unlisted" means that you can't search for them on Youtube. You'll need the links on Blackboard to find them.
- I will do most demonstrations using **Mozilla Firefox** or **Chrome**. If you haven't recently updated your browser, you might consider doing that, although most of what we'll cover can be done with earlier versions.
- I **strongly suggest** that you use **Mozilla (Firefox)** when you access course materials through Blackboard. I've had students **lose hours of work** when using Internet Explorer or sometimes Chrome. Don't let this happen to you! You can download Firefox for free here: <https://www.mozilla.org/en-US/firefox/new/>.
- The course is designed for a **Windows** operating system. I have had many students in the past take the course working with a Mac system, and they've succeeded. But, they have to do the "Mac stuff" on their end. I can't provide additional Mac or UNIX support. It doesn't really matter which Windows system you are using--everything from XP forward is capable. Note that campus wide all PCs are being upgraded to Windows 10 in anticipation of Microsoft not supporting Windows 7 after 2020.
- Likewise, all word-processing is based on **Microsoft Word**. I know that not all students have MS Word, and you can certainly do the course working with other systems. But, that, too, requires extra work from you. I can't provide additional support for, say, Open Office. If you are a UAlbany student, you can get MSWord for free. See

<https://wiki.albany.edu/display/public/askit/Office+365+ProPlus+Subscription+License> for details.

- No matter what system you're using, you'll need to have installed the **Japanese Language Pack**. There are links in the **Word Processing Learning Module** on how to do that.

January 2020

January 2020							February 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 29	30	31	Jan 1, 20	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22 12:00am Learning Module: The Basics of Bib 12:00am CLASSES BEGIN	23 11:59pm	24 12:00am Learning Module: Word Processing 11:00pm Plagiarism Tutorial	25
26 Learning Module: Word F	27 12:00am Learning Module: The University Library 11:00pm Word Processing Homework	28	29 11:59pm	30 12:00am Learning Module: Databases To Feb 2 → 11:00pm Knowing the Library - Albany 11:00pm Welcome to the Libraries Tutorial	31	Feb 1

February 2020

February 2020							March 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8	1	2	3	4	5	6	7
9	10	11	12	13	14	15	8	9	10	11	12	13	14
16	17	18	19	20	21	22	15	16	17	18	19	20	21
23	24	25	26	27	28	29	22	23	24	25	26	27	28
							29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 26	27	28	29	30	31	Feb 1 Learning Module: Database
2 Learning Module: Database	3 12:00am 11:00pm Databases (JSTOR, Project Muse, and BAS) Homework 11:00pm WorldCat and CiNii Homework	4 Learning Module: Radicals	5	6 12:00am 11:00pm Radicals Homework	7 Learning Module: The Henbo System	8
9 Learning Module: The Henbo System	10 12:00am 11:00pm Henbo System Homework	11 Learning Module: Kanji Trivia	12	13 12:00am 11:00pm Kanji Trivia Homework	14 Learning Module: Electronic Dictionaries	15
16 Learning Module: Electronic Dictionaries	17 12:00am 11:00pm Electronic Dictionaries Homework	18 Learning Module: Romanization	19	20 12:00am 11:00pm Romanization Homework	21 Learning Module: Simplification	22
23 Learning Module: Simplification	24 12:00am 11:00pm Simplification Homework	25 Learning Module: Calligraphy	26	27 12:00am 11:00pm Calligraphy Homework	28 Learning Module: Types of Dictionaries	29 To Mar 1 →

March 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 1 ← Learning Module: Typ	2 12:00am Learning Module: Morohashi's Dictionary 11:59pm	3	4 11:59pm Morohashi Homework	5 9:00am MIDTERM EXAM 11:00pm Mid-term examination	6	7
8	9 12:00am Learning Module: Citation 11:59pm	10	11	12 12:00am Learning Module: Annotated Bibliographies 11:59pm 11:00pm Citation Homework	13	14
15 12:00am	16	17	18	19	20	21 11:59pm
SPRING BREAK - NO COURSE WORK						
22	23 12:00am Learning Module: Research Papers 11:59pm	24	25	26 12:00am Learning Module: Eras and Periodization	27	28
29 Learning Module: Eras an	30 12:00am Learning Module: Chronology 11:00pm Eras and Periodization Homework	31	Apr 1	2	3	4

April 2020

April 2020							May 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 29	30	31	Apr 1 Learning Module: Chrono	2 12:00am Learning Module: Telling Time 11:00pm Chronology Homework	3	4
5 Learning Module: Telling	6 12:00am Learning Module: Units of Measure 11:00pm Telling Time and Compass Directions Homework	7	8 11:59pm	9 12:00pm	10 MINI BREAK FOR THE HOLIDAYS	11
12 MINI BREAK FOR THE HC	13 12:00am Learning Module: Names and Biographical Resources 11:00pm Units of Measure Homework	14	15 11:59pm	16 12:00am Learning Module: Ranks 11:00pm Names Homework	17	18
19 Learning Module: Ranks	20 12:00am Learning Module: Literary Resources 11:00pm Ranks Homework	21	22 11:59pm	23 12:00am Learning Module: Historical Resources 11:00pm Literary Resources Homework	24	25
26 Learning Module: Histori	27 12:00am Learning Module: Geographical Resources 11:00pm Historical Resources Homework	28	29 11:59pm	30 Learning Module: Philosop 11:00pm Geography Homework	May 1	2

May 2020

May 2020							June 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1 Learning Module: Philosophical Resources	2
3 Learning Module: Philosc	4	5	6	7 11:00pm Annotated Bibliography 11:00pm Final Examination	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	Jun 1	2	3	4	5	6