

SIMON FRASER UNIVERSITY

S.75-99

MEMORANDUM

To SENATE

From SENATE COMMITTEE ON UNDERGRADUATE
STUDIES

Subject NEW COURSE PROPOSALS - DEPARTMENT OF
MODERN LANGUAGES - CHIN 100-3, CHIN
101-3, CHIN 250-3

Date JUNE 18, 1975

MOTION:

"That Senate approve, and recommend approval to
the Board of Governors, as set forth in S.75-99,
the offering of the following courses on a
regular basis:

CHIN 100-3 - Mandarin Chinese I
CHIN 101-3 - Mandarin Chinese II
CHIN 250-3 - Reading and Writing Chinese."

SIMON FRASER UNIVERSITY

S.75-99

MEMORANDUM

To SENATE

From Senate Committee on Undergraduate Studies

Subject

Date 18th June, 1975

At its meeting of 20th May, the Senate Committee on Undergraduate Studies discussed the attached proposals for -

CHIN 100-3: Mandarin Chinese I
CHIN 101-3: Mandarin Chinese II
CHIN 250-3: Reading and Writing Chinese

These courses had initially been approved by the Committee and by Senate for offering once only. They are now being brought before Senate with the recommendation that they be included on an on-going basis as part of the Department of Modern Languages' Program. During discussion of this proposal, the representative of the Department of Modern Languages and the Dean of Arts indicated that the Department and the Faculty of Arts Curriculum Committee felt that the initial offering of these courses had been successful, that enrollments had been high and that the courses would make a useful permanent addition to the Department's offerings. It was confirmed, however, that these courses were not to be seen as a prelude to the adoption of a program in the Chinese Language but that the Department regarded them as a useful service to Simon Fraser Students in general and to Chinese Students who spoke only Cantonese in particular.

These proposals are now forwarded to Senate, with the Committee's recommendation that they be approved.



I. Mugridge

:ams

SCUS 75-26

SIMON FRASER UNIVERSITY

MEMORANDUM

To Mr. H.M. Evans, Secretary
Senate Committee on Undergraduate
Studies
Subject New Course Proposals -
Department of Modern Languages -
CHIN 100-3, CHIN 101-3, CHIN 250-3

From W.A.S. Smith, Dean
Faculty of Arts
Date May 13, 1975

The Faculty of Arts has approved by referendum ballot the following new course proposals. Would you please place these on the agenda of the next SCUS meeting

Chinese 100-3, Mandarin Chinese I
Chinese 101-3, Mandarin Chinese II
Chinese 250-3, Reading and Writing Chinese

Thank you.

S. Roberts for W.A.S. Smith

W.A.S. Smith

SIMON FRASER UNIVERSITY

C.92-32

C.92-33

C.92-34

MEMORANDUM

To: Dr. R. Saunders.
Chairman, Faculty of Arts
Curriculum Committee.

Subject: Chinese Courses 100-3, 101-3,
250-3.

From: Ch. P. Bouton,
Department of Modern Languages.

Date: March 3, 1975.

Chinese courses 100-3 and 101-3 have been taught on a one-time basis. Chinese 250-3 is scheduled to be given in the Fall semester 1975. Application is now being made to present the three courses on a permanent basis with 100-3 and 250-3 being offered in the Fall semester and 101-3 in the Spring. Supporting documentation is forwarded.

The DML Plenary has voted unanimously to offer the Chinese programs on a regular basis.

Enrolment of over 50 students has been maintained in both Chinese 100 and 101 when offered and there is a great demand by students for Chinese 250-3.



CPB/bg

Ch. P. Bouton,
Chairman, DML.

SENATE COMMITTEE ON UNDERGRADUATE STUDIES

C. 92-32

NEW COURSE PROPOSAL FORM

1. Calendar Information Department: Modern Languages
Abbreviation Code: CHIN Course Number: 100 Credit Hours: 3 Vector: 1-3-0
Title of Course: Mandarin Chinese I
Calendar Description of Course:

Acquisition of spoken fluency and elementary writing

Nature of Course Lecture/tutorial

Prerequisites (or special instructions):

What course (courses), if any, is being dropped from the calendar if this course is approved: None

2. Scheduling

How frequently will the course be offered? In Fall Day and Evening

Semester in which the course will first be offered? Fall 1975 on a regular basis.

Which of your present faculty would be available to make the proposed offering possible?

Objectives of the Course

To acquire fluency in Mandarin Chinese

4. Budgetary and Space Requirements (for information only)

What additional resources will be required in the following areas:

Faculty None

Staff Native Informants

Library None

Audio Visual None

Space Tutorial Accommodation

Equipment None

5. Approval

Date: March 3, 1975

B. Louton
Department Chairman

May 13/75
S. Roberts
for W. S. Smith
Dean

Chairman, SCUS

COURSE SYLLABUS

Chinese 100-3

Introduction

This is an introductory Mandarin Chinese course intended for students who wish to acquire fluency in spoken and written Chinese. The course begins with the basic phonetics and intonation.

To Westerners and local-born Chinese who do not have any Chinese background, the study program for each lesson will start with a brief classroom discussion of the composition, pronunciation, meanings, and use of each new character. The emphasis is on pronunciation, intonation, and structural patterns of sentences and a basic vocabulary for general conversation on everyday topics.

For students who can read, write and speak a Chinese dialect usually Cantonese, the study program emphasizes the correct pronunciation, intonation and spoken fluency of Mandarin.

COURSE OUTLINE

Part I: For Westerners and local-born Chinese students. (Text: Elementary Chinese, Commercial Ltd., Peking. China, Part I, Abbrev. E.C.)

Unit or Week

1. Lesson 1 (EC): Basic phonetics: vowels and consonants.
2. 1. Lesson 2 (EC): Basic phonetics: compound vowels and nasal consonants.
2. Lesson 3 (EC):
 - a. Tones (1)
 - b. Monosyllabic words.
 - c. Chinese character components and stroke order.
3. 1. Lesson 4 (EC):
 - a. Tones (2).
 - b. Disyllabic words.2. Lesson 13 (EC):
 - a. The sentence pattern of "A is B".
 - b. Questions with the modal particle "ma".
 - c. The personal pronoun in 3rd person "ta".
4. 1. Lesson 5 (EC): Tones (3).
2. Lesson 14 (EC):
 - a. Adverbs "dōu" and "yě".
 - b. The plural suffix "men".
5. 1. Lesson 6 (EC): Changes of tones: neutral tones and change of the 3rd tone.
2. Lesson 15 (EC): The adverb of negation "méi".
6. 1. Lesson 7 (EC):
 - a. Tones (4).
 - b. Word groups.2. Lesson 16 (EC):
 - a. The sentence with a verb predicate including 2 objects.
 - b. Different parts of speech that can be used as objects.
 - c. The adverb of negation "bù".
 - d. Change of tones of "bù".
7. 1. Lesson 9 (EC) Simple oral practice (1).
2. Lesson 17 (EC):
 - a. Numeration.
 - b. Interrogative numbers "jǐ" and "duō shǎo".
 - c. Change of tones of "yī".
8. 1. Lesson 10 (EC): Simple oral practice (2).
2. Lesson 19 (EC):
 - a. Measure word.
 - b. Sentence with an adjective predicate.
9. 1. Lesson 11 (EC): Simple oral practice (3).

Unit or WeekCourse Outline Continued

9. 2.Lesson 20 (EC): a. Nouns and personal pronouns used as attributive genitive.
b. Alternative question.
10. 1.Lesson 12 (EC): Simple oral practice (4).
2.Lesson 21 (EC): a. Pronoun "měi".
b. The construction "měi dōu".
11. 1.Lesson 22 (EC): a. Numeration: "er" and "liang".
b. Measure word after an ordinal number.
2.Lesson 23 (EC): a. Nominal constructions made of nouns, Pronouns and adjectives.
b. "duō" and "shǎo" as attributives.
12. 1.Lesson 25 (EC): Questions with interrogative Pronouns.
2.Lesson 26 (EC): Date.
13. 1.Lesson 27 (EC): a. Prepositions "cóng, zài, gēn".
b. Predicate with more than one verb or verb construction.
2.Lesson 28 (EC): Nouns of locality.
3.Lesson 29 (EC): "yǒu" that shows existence.

Part II: For Chinese who can read, write, and speak a Chinese dialect, usually Cantonese. (Text: 1. EC as Part I.

2. Mandarin Conversation, National Taiwan Normal University, Part I, Abbrev. MC).

Unit or Week

- | | |
|------------------------|--|
| 1. } | Same as in Part I - Basic phonetics and tones in Elementary Chinese, Lessons 1-3 (EC). |
| 2. } | |
| 3. 1. Lesson 4 (EC): | Tones (2). |
| 2. Lesson 1 (MC): | How do you do? |
| 3. Lesson 2 (MC): | Buying a pen. |
| 4. 1. Lesson 5 (EC): | Tones (3). |
| 2. Lesson 3 (MC): | Who wants a clock? |
| 3. Lesson 4 (MC): | A debate on watches. |
| 5. 1. Lesson 6 (EC): | Changes of tones. |
| 2. Lesson 5 (MC): | May I ask your name? |
| 3. Lesson 6 (MC): | Bargaining for a picture. |
| 6. 1. Lesson 7 (EC): | Tones (4). |
| 2. Lesson 7 (MC): | What do you like to do? |
| 3. Lesson 8 (MC): | Old Chao, the hatmaker. |
| 7. 1. Lesson 9 (MC): | Mr. Chang's two daughters. |
| 2. Lesson 10 (MC): | Where Mr. Lee lives and works. |
| 8. 1. Lesson 11 (MC): | A projected trip to New York. |
| 2. Lesson 12 (MC): | Report on the trip to New York. |
| 3. Lesson 13 (MC): | How many months in a year. |
| 9. 1. Lesson 14 (MC): | Who'll go with me to eat? |
| 2. Lesson 15 (MC): | A trip to Italy. |
| 10. 1. Lesson 16 (MC): | Downstairs and out. |
| 2. Lesson 17 (MC): | We're going to move. |
| 3. Lesson 18 (MC): | "Coming, mother". |
| 11. 1. Lesson 19 (MC): | What do you do all day? |
| 2. Lesson 20 (MC): | My Indian friend visits China. |
| 12. 1. Lesson 21 (MC): | A queer lad. |
| 2. Lesson 22 (MC): | China and U.S.A. |
| 13. 1. Lesson 23 (MC): | Three routes to China |
| 2. Lesson 24 (MC): | I don't remember who invited me. |

Course Text

Elementary Chinese. Commercial Press, Ltd. Peking, China (1971)
Part I is used for both Westerners and groups.

"Mandarin Conversation I", Mandarin Center, National Taiwan Normal University, Taiwan, is also used for the Chinese students who have reading, writing, and speaking ability in one Chinese dialect, usually Cantonese.

Grade Evaluation

Weekly quizzes: These are based on the lessons taught during the week which will constitute 20% of the final grade.

Examination:

- a. First midterm (Week 5) is a written exam.
- b. Second midterm (Week 10) is an oral exam.
Each midterm counts for 15% of the final grade.
- c. Final exam will consist of a written and an oral section.
It constitutes 30% of the final grade.

Weekly assignments will count for 20% of the final grade.

SENATE COMMITTEE ON UNDERGRADUATE STUDIESNEW COURSE PROPOSAL FORM1. Calendar InformationDepartment: Modern LanguagesAbbreviation Code: CHIN Course Number: 101Credit Hours: 3 Vector: 1-3-0Title of Course: Mandarin Chinese II

Calendar Description of Course:

Continuation of the work of Mandarin Chinese I. It should be taken, wherever possible, in the semester immediately following CHIN 100-3.

Nature of Course Lecture/tutorial

Prerequisites (or special instructions):

CHIN 100-3

What course (courses), if any, is being dropped from the calendar if this course is approved: None

2. Scheduling

How frequently will the course be offered? In Spring Semester, Day & Evening
 Semester in which the course will first be offered? Spring 1976 on a regular basis.
 Which of your present faculty would be available to make the proposed offering possible?

Objectives of the CourseTo acquire fluency in Mandarin Chinese4. Budgetary and Space Requirements (for information only)

What additional resources will be required in the following areas:

Faculty NoneStaff Native InformantsLibrary NoneAudio Visual NoneSpace Tutorial AccommodationEquipment None5. ApprovalDate: March 3, 1975May 13/75[Signature]
Department ChairmanS. Roberts.for W.A.S. Smith
DeanChairman, SCUS

SCUS 73-34b:- (When completing this form, for instructions see Memorandum SCUS 73-34a. Attach course outline).

Introduction

This Chinese course is the continuation of the work of Chin 100-3. It should be taken, whenever possible, in the semester immediately following Chin 100-3.

COURSE OUTLINE

Part I: For Westerners and local-born Chinese students. Text:

1. Elementary Chinese, Commerical Press Ltd. Peking, China. Part I and II. Abbrev. EC.
2. Beginning Chinese Reader, J. De Francis, Yale University Press. New Haven. Abbrev. BCR.

Unit or Week

- | | |
|--------------------------|---|
| 1. Lesson 1 - 30 (EC): | Review. |
| 2. 1. Lesson 31 (EC): | The compliment of degree. |
| 2. Lesson 32 (EC): | The inversion of object. |
| 3. Lessons 4 + 5 (BCR): | Dialogues. |
| 3. 1. Lesson 33 (EC): | The model particle "lè". |
| 2. Lesson 34 (EC): | The anxillary verbs "néng, kě yì, huì, yào". |
| 3. Lessons 6 + 8 (BCR): | Dialogues. |
| 4. 1. Lesson 35 (EC): | a. The suffix "lè". |
| | b. The omission of "de" after personal pronouns used as attributives. |
| 2. Lessons 9 + 10 (BCR): | Dialogues. |
| 5. 1. Lesson 36 (EC): | Review. |
| 2. Lesson 11 (BCR): | Dialogues. |
| 6. 1. Lesson 37 (EC): | a. The suffix "lè" and the modal particle "lè". |
| | b. The usage of "yóu de". |
| 2. Lesson 13 (BCR): | Dialogues. |
| 7. 1. Lesson 38 (EC): | a. The structural particle "de". |
| | b. The extended usages of the noun of locality "shàng". |
| | c. The construction of "yòu . . . yòu". |
| 2. Lesson 14 (BCR): | Dialogues. |
| 8. 1. Lesson 39 (EC): | a. The compliment of result. |
| | b. The model particle "bà" (1). |
| 2. Lesson 15 (BCR): | Dialogues. |
| 9. 1. Lesson 40 (EC): | a. The compliment of result "jiàn". |
| | b. Adverbs "zài", "yòu" (I) |
| | c. Adverbs "jiù", "cái". |

Unit or Week

- | | |
|------------------------|---|
| 9. 2. Lesson 16 (BCR): | Dialogues. |
| 10. 1. Lesson 41 (EC): | a. Compliments of results "dào" and "zài".
b. The reduplication of verbs. |
| 2. Lesson 17 (BCR): | Dialogues. |
| 11. 1. Lesson 43 (EC): | a. The simple directional compliment (I).
b. The pivotal sentence. |
| 2. Lesson 19 (BCR): | Dialogues. |
| 12. 1. Lesson 44 (EC): | a. The construction of "bú shì . . . mà".
b. The verb-object construction used as the adverbial adjunct.
c. The construction of "shì . . . de" stressing the manner, time or place of an action.
d. "zěn me" and "zěn me yàng".
e. The model particle "bǎ" (2). |
| 2. Lesson 20 (BCR): | Dialogues. |
| 13. Lesson 45 (EC): | a. The adverb "gāng"
b. "yǐ hòu" and "hòu lái"
c. The adverb "yòu" (2) |

Part II: For Chinese students who have reading, writing, and speaking ability in one Chinese dialect, usually Cantonese.
(Text: Mandarin Chinese II, National Taiwan Normal University, Taiwan).

Unit or Week

- | | |
|---|---|
| 1. 1. Lesson 1 (MC):
2. Lesson 2 (MC): | Arrival at Keelung, Taiwan, China
At Chao's home. |
| 2. 1. Lesson 3 (MC):
2. Lesson 4 (MC): | Eating a meal at Chao's home.
Discussion of the weather. |
| 3. 1. Lesson 5 (MC):
2. Lesson 6 (MC): | Chatting.
Mailing a letter. |
| 4. 1. Lesson 7 (MC):
2. Lesson 8 (MC): | Buying shoes.
Renting a house. |
| 5. 1. Lesson 9 (MC):
2. Lesson 10 (MC): | Borrowing furniture.
Hiring a cook. |
| 6. Lesson 1 - 10 (MC): | Review. |
| 7. 1. Lesson 11 (MC):
2. Lesson 12 (MC): | Making telephone calls.
Something has disappeared. |

Chinese 101-3

Course Outline continued

Unit or Week

- | | | |
|----|--------------------|--------------------------------|
| 8 | 1. Lesson 13 (MC): | Public speech. |
| | 2. Lesson 14 (MC): | Going to Shao County. |
| 9 | 1. Lesson 15 (MC): | Church service. |
| | 2. Lesson 16 (MC): | Visiting School. |
| 10 | 1. Lesson 17 (MC): | Visiting a Classroom. |
| | 2. Lesson 18 (MC): | Visiting a Physician. |
| 11 | 1. Lesson 19 (MC): | Outing. |
| | 2. Lesson 20 (MC): | After the outing. |
| 12 | 1. Lesson 21 (MC): | Visiting Sun Moon Lake. |
| | 2. Lesson 22 (MC): | Reading books and magazines. |
| 13 | 1. Lesson 23 (MC): | Chatting about holidays. |
| | 2. Lesson 24 (MC): | Chinese slang and polite talk. |

Course Text:

Elementary Chinese, Commercial Press. Ltd., Peking, China (1971), Part I and II are used for Westerners and local-born Chinese Students.

Beginning Chinese Reader J. De Francis, Yale University Press, New Haven, Part I also selectively used for Westerners and local-born Chinese Students.

Mandarin Conversation, Mandarin Center, National Taiwan Normal University, Taiwan, Part II, is used for the Chinese students who have reading, writing, and speaking ability in one Chinese dialect, usually Cantonese.

Grade Evaluation

1. For Westerners and local-born Chinese students.

Weekly quizzes: These are based on the lessons taught during the week which will constitute 20% of the final grade.

Examinations: The midterm (Week 6) is a written exam which counts for 20% of the final grade. The final exam will consist of a written and an oral section. It will constitute 40% of the final grade.

Weekly Assignments will count for 20% of the final grade.

2. For Chinese who have reading, writing, and speaking ability of one Chinese dialect, usually Cantonese.

- i) The midterm (week 6) is an oral exam which counts for 30% of the final grade.
- ii) The final oral exam constitutes 50% of the final grade.
- iii) Each student is expected to give a 5-10 minute oral presentation on the topic of their choice. The oral presentation counts for 20% of the grade.

NEW COURSE PROPOSAL FORM

Calendar Information

Department: Modern Languages

Abbreviation Code: CHIN Course Number: 250 Credit Hours: 3 Vector: 0-3-0

Title of Course: Reading and Writing Chinese

Calendar Description of Course:

General reading and writing facilities in Modern Chinese

Nature of Course Tutorial/Seminar

Prerequisites (or special instructions):

Chinese 101

What course (courses), if any, is being dropped from the calendar if this course is approved: None

2. Scheduling

How frequently will the course be offered? Fall Day and Evening

Semester in which the course will first be offered? Fall 1975 on a regular basis.

Which of your present faculty would be available to make the proposed offering possible?

Objectives of the Course

To acquire the basic knowledge of reading and writing Chinese

4. Budgetary and Space Requirements (for information only)

What additional resources will be required in the following areas:

Faculty None

Staff Native Informant

Library None

Audio Visual None

Space Tutorial Accommodation

Equipment None

5. Approval

Date: March 3, 1975

May 13, 1975.

[Signature]
Department Chairman

S. Roberts for
W A S. Smith
Dean

Chairman, SCUS

CHIN 250 Reading and Writing Chinese
(Group One)

Instructor: Titus YU

This section designed for beginners or near beginners is scheduled to meet 3 hours/week, and aims at the acquisition of general reading and writing facilities in modern Chinese. Emphasis is placed on an etymological analysis of characters, structural patterns and basic skill in calligraphy. Classes will be given in English.

LECTURES

Week 1:	Description of Chinese Phonology
Week 2:	Structure of Chinese Characters
Week 3:	Strokes
Week 4:	General Observations on Parts of Speech
Week 5:	Nouns: Specified, Numbered and Measured
Week 6:	Compounds: a. Subject-Predicate(S-P) b. Verb-Object(V-O)
Week 7:	Mid-term Examination
Week 8:	Compounds: c. Verb-Complement(V-R)
Week 9:	Prepositions
Week 10:	Adverbs
Week 11:	Conjunctions and Particles
Week 12:	Interjections
Week 13:	Review Final Examination

Text: Modern Chinese Reader. Peking: Peking University Press

References:

- Chao, Y.R.: A Grammar of Spoken Chinese. Berkeley, Univ. of California Pr., 1968
- Chiang, Yee: Chinese Calligraphy. Cambridge, Mass., Harvard Univ. Pr., 1954
- Driscoll, Lucy: Chinese Calligraphy. Chicago, Univ. of Chicago Pr., 1935
- Forrest, R.A.D.: The Chinese Language. London: Faber & Faber, 1965
- Kratochvil, Paul: The Chinese Language Today. London, Hutchinson Univ. Lib.,

Bases of Grading:

- attendance
- home-assignments: reading and writing ~~exer~~ exercises before each session
- Mid-term Exam.
- Final Exam.

CHIN 250 Reading and Writing Chinese
(Group Two)

Instructor: T. YU

Designed for students with prior knowledge of the language but who need further training in the techniques of self-expression in writing Chinese and of thorough and speedy comprehension of Chinese texts in various styles, this course is scheduled to meet 3 hours/week.

LECTURES

- Week One: Readings in documentary texts:
 - a. in modern style
- Week Two: b. in classical style
- Week Three: Readings in Philosophical Texts: a. in modern style
- Week Four: b. in classical style
- Week Five: Readings in Prosaic Styles:
 - a. in modern style
- Week Six: b. in classical style
- Week Seven: Mid-term Exam.
- Week Eight: Readings in Scientific texts
- Week Nine: Readings in Historical Texts:
 - a. in modern style
- Week Ten: b. in classical style
- Week Eleven: Readings in Economic and Commercial Texts
- Week Twelve: Readings in model letter-writing
- Week Thirteen: Review

Final Exam.

There is no required text book. However, mimeographed handouts will be available for students throughout the entire semester.

Bases of Grading:

- a. attendance
- b. home-assignments
- c. Mid-term test
- d. Final Exam.

CHIN 250 Reading and Writing Chinese
(Group One)

Instructor: Titus YU

This section designed for beginners or near beginners is scheduled to meet 3 hours/week, and aims at the acquisition of general reading and writing facilities in modern Chinese. Emphasis is placed on an etymological analysis of characters, structural patterns and basic skill in calligraphy. Classes will be given in English.

LECTURES

- Week 1: Description of Chinese Phonology
- Week 2: Structure of Chinese Characters
- Week 3: Strokes
- Week 4: General Observations on Parts of Speech
- Week 5: Nouns: Specified, Numbered and Measured
- Week 6: Compounds:
 - a. Subject-Predicate(S-P)
 - b. Verb-Object(V-O)
- Week 7: Mid-term Examination
- Week 8: Compounds:
 - c. Verb-Complement(V-R)
- Week 9: Prepositions
- Week 10: Adverbs
- Week 11: Conjunctions and Particles
- Week 12: Interjections
- Week 13: Review
- Final Examination

Text: Modern Chinese Reader. Peking: Peking University Press

References:

- Chao, Y.R.: A Grammar of Spoken Chinese. Berkeley, Univ. of California Pr., 1968
- Chiang, Yee: Chinese Calligraphy. Cambridge, Mass., Harvard Univ. Pr., 1954
- Driscoll, Lucy: Chinese Calligraphy. Chicago, Univ. of Chicago Pr., 1935
- Forrest, R.A.D.: The Chinese Language. London: Faber & Faber, 1905
- Kratochvil, Paul: The Chinese Language Today. London, Hutchinson Univ. Lib.,

Bases of Grading:

- a. attendance
- b. home-assignments: reading and writing exercises before each session
- c. Mid-term Exam.
- d. Final Exam.

CHIN 250 Reading and Writing Chinese
(Group Two)

Instructor: T. YU

Designed for students with prior knowledge of the language but who need further training in the techniques of self-expression in writing Chinese and of thorough and speedy comprehension of Chinese texts in various styles, this course is scheduled to meet 3 hours/week.

LECTURES

- Week One: Readings in documentary texts:
 - a. in modern style
- Week Two:
 - b. in classical style
- Week Three: Readings in Philosophical Texts: a. in modern style
- Week Four:
 - b. in classical style
- Week Five: Readings in Prosaic Styles:
 - a. in modern style
- Week Six:
 - b. in classical style
- Week Seven: Mid-term Exam.
- Week Eight: Readings in Scientific texts
- Week Nine: Readings in Historical Texts:
 - a. in modern style
- Week Ten:
 - b. in classical style
- Week Eleven: Readings in Economic and Commercial Texts
- Week Twelve: Readings in model letter-writing
- Week Thirteen: Review

Final Exam.

There is no required text book. However, mimeographed handouts will be available for students throughout the entire semester.

Bases of Grading:

- a. attendance
- b. home-assignments
- c. Mid-term test
- d. Final Exam.