



Government of **Western Australia**
School Curriculum and Standards Authority

JAPANESE: SECOND LANGUAGE

General course
Year 12 syllabus

Acknowledgement of Country

Kaya. The School Curriculum and Standards Authority (the Authority) acknowledges that our offices are on Whadjuk Noongar boodjar and that we deliver our services on the country of many traditional custodians and language groups throughout Western Australia. The Authority acknowledges the traditional custodians throughout Western Australia and their continuing connection to land, waters and community. We offer our respect to Elders past and present.

Important information

This syllabus is effective from 1 January 2024.

Users of this syllabus are responsible for checking its currency.

Syllabuses are formally reviewed by the School Curriculum and Standards Authority (the Authority) on a cyclical basis, typically every five years.

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Rationale

The place of Japanese culture and language in Australia and in the world

Japanese is the first language of the 127 million inhabitants of Japan, Australia's northern neighbour in the Asia region. It is also widely used by communities of speakers in countries such as Hawaii and Brazil, and learnt as an additional language by large numbers of students in the Republic of Korea, China, Indonesia and Australia. Australia has a significant number of Japanese national residents. Japanese culture influences many areas of contemporary Australian society, including the arts, design, fashion, popular culture and cuisine. Japan has been a close strategic and economic partner of Australia's for over 50 years, and there is increasing exchange between the two countries in the areas of education, trade, diplomacy and tourism.

The place of the Japanese language in Australian education

Japanese has been taught in Australia for over 100 years and is the most widely taught second language in Australian schools. The 1960s saw significant growth in the learning of Japanese. The establishment of many university programs produced graduate language teachers, who worked alongside native-speaking teachers to establish school-based programs. Japanese has been identified as one of the priority languages from the Asia-Pacific region to be taught in Australian schools. Government funding such as the National Asian Languages and Studies in Australian Schools (NALSAS) strategy in the 1990s, and the National Asian Languages and Studies in Schools Program (NALSSP 2008–2012), contributed to growth and further development. Long-term support from agencies, both within and outside Australia, has also supported programs and contributed to educational exchange.

The near-parallel time zones, and the geographical proximity of Japan to Australia, facilitate easy access and interaction and communication between the two countries. Student exchanges, community engagement, such as sister school and city relationships, and connections developed through other curriculum areas, for example, art, design and literature, provide opportunities for Australian learners of Japanese to interact with Japanese people. Technology provides many additional opportunities for interaction and exchange with Japanese-speaking people and cultures. Through the study of Japanese, students can gain access to the rich cultural tradition of Japan and an understanding of different attitudes and values within the wider Australian community and beyond.

The nature of Japanese language learning

Japanese uses three scripts for writing: *hiragana*, the basic phonetic script representing the sounds of Japanese; *katakana*, the companion phonetic script representing the sounds of Japanese, largely used for loan words; and *kanji*, Chinese characters which represent meaning rather than sound (ideographs). The three scripts are used interdependently. *Hiragana* is the first script typically acquired, with *katakana* and *kanji* first introduced in context, then taught systematically, contributing to script knowledge and competence. The many loan words from other languages expressed through *katakana* reflect the globalisation of Japanese language and culture, and the impact of technology and popular culture on intercultural relations.

Japanese is a phonetic language. Pronunciation is predictable, and new words can be pronounced easily upon mastery of the first character set.

Japanese grammar is relatively uniform, with few irregularities, no grammatical gender, and predictable and systematic conjugation of adjectives and verb tenses. There are some differences between Japanese and English elements and patterns, such as the Japanese word order of subject–object–verb. This order forms the basis of sentences that can then be enhanced by the addition of details, usually placed before the main items. Pronouns can be omitted, and it is not always necessary to articulate the subject of a sentence. Counting and numbering in Japanese involve using classifiers that reflect the nature of the item.

A key element of the language is the system of honorifics, which determines and reflects hierarchical relations, social and business-related positioning, and issues of respect. There are three major forms of hierarchical language, the plain, the polite and the honorific. Conversational Japanese can be less formal than written Japanese, using shortened sentences, words and grammatical phrases, plain forms and some omitted particles. Key language functions, such as self-introductions, are important for establishing and reflecting social and cultural relations.

Another feature of Japanese culture reflected in language is the importance accorded to expressing humility and avoiding conflict. Refusing or deflecting praise of self or family, self-deprecation, and avoidance of conflict, disagreement or refusal, are common elements of communicative interactions. Care is taken to avoid language that is too direct, through the use of strategies, such as leaving sentences incomplete or substituting language that is less direct.

The diversity of learners of Japanese

While learners of Japanese in Australian schools vary in terms of language backgrounds and cultural experience, they are predominantly second language learners.

Second Language learners of Japanese generally use English as their dominant language of everyday social interaction. Some students may also be speakers of other languages, including those which have some cognate vocabulary links and some orthographic relationship to Japanese, such as Chinese, Korean or Vietnamese.

The WACE Japanese courses

In Western Australia, there are three Japanese courses. The courses are differentiated; each focusing on a pathway that will meet the specific language learning needs of a particular group of senior secondary students. Within each of these groups, there are differences in proficiency in using the Japanese language and cultural systems.

The following courses are available:

- Japanese: Second Language ATAR
- Japanese: Second Language General
- Japanese: Background Language ATAR

The Japanese: Second Language General course

This course focuses on students gaining knowledge and an understanding of the culture and language of Japanese-speaking communities.

The Japanese: Second Language General course can connect to the world of work, further study and travel. It also offers opportunities for students to participate in the many sister school and student exchange programs between Western Australia and Japan. The Japanese: Second Language General course is designed to equip students with the skills needed to function in an increasingly globalised society, a culturally and linguistically diverse local community, and to promote the foundation of life-long language learning.

This course is aimed at students for whom Japanese is a second, or subsequent, language. These students have not been exposed to, or interacted in, the language outside of the language classroom. Students may have no prior knowledge or experience of the Japanese language, or may have studied the Japanese language and culture through classroom teaching in an Australian school, or similar environment, where English is the language of school instruction.

For information on the Japanese: Second Language ATAR and the Japanese: Background Language ATAR courses, refer to the course page on the Authority website at www.scsa.wa.edu.au.

Application for enrolment in a language course

All students wishing to study a Western Australian Certificate of Education (WACE) language course are required to complete an online application for permission to enrol in a WACE language course in the year prior to first enrolment in the course.

Course outcomes

The Japanese: Second Language General course is designed to facilitate achievement of the following outcomes.

Outcome 1 – Listening and responding

Students listen and respond to a range of texts.

In achieving this outcome, students:

- use understandings of language, structure and context when listening and responding to texts
- use processes and strategies to make meaning when listening.

Outcome 2 – Spoken interaction

Students communicate in Japanese through spoken interaction.

In achieving this outcome, students:

- use understandings of language and structure in spoken interactions
- interact for a range of purposes in a variety of contexts
- use processes and strategies to enhance spoken interaction.

Outcome 3 – Viewing, reading and responding

Students view, read and respond to a range of texts.

In achieving this outcome, students:

- use understandings of language, structure and context to respond to texts
- use processes and strategies to make meaning when viewing and reading.

Outcome 4 – Writing

Students write a variety of texts in Japanese.

In achieving this outcome, students:

- use understandings of language and structure when writing
- write for a range of purposes and in a variety of contexts
- use processes and strategies to enhance writing.

Organisation

This course is organised into a Year 11 syllabus and a Year 12 syllabus. The cognitive complexity of the syllabus content increases from Year 11 to Year 12.

Structure of the syllabus

The Year 12 syllabus is divided into two units which are delivered as a pair. The notional time for the pair of units is 110 class contact hours.

Unit 3

This unit focuses on ^{にちじょうせいかつ}日常生活 (Daily life). Through the three topics: My life ^{せいかつ}私の生活, Home life ^{せいかつ}学校と家での生活, and Daily life ^{せいかつ}生活をくらべて, students continue to develop communication skills in Japanese and gain further insight into the language and culture.

Unit 4

This unit focuses on ようこそ、^{くに}私の国へ! (Welcome to my country). Through the three topics: Welcoming a guest ようこそ!, Seasonal activities and celebrations しきとイベント, and Healthy lifestyles ^{けんこう}けんこう, students continue to develop communication skills in Japanese and gain further insight into the language and culture.

Each unit includes:

- a unit description – a short description of the focus of the unit
- unit content – the content to be taught and learned.

Organisation of content

The course content is divided into five content areas:

- Learning contexts and topics
- Text types and textual conventions
- Linguistic resources
- Intercultural understandings
- Language learning and communication strategies.

These content areas should not be considered in isolation, but rather holistically as content areas that complement one another, and that are interrelated and interdependent.

Learning contexts and topics

Each unit is defined with a particular focus, three learning contexts and a set of topics.

The learning contexts are:

- The individual
- The Japanese-speaking communities
- The changing world.

Each learning context has a set of topics that promote meaningful communication and enable students to extend their understanding of the Japanese language and culture. The placement of topics under one or more of the three learning contexts is intended to provide a particular perspective, or perspectives, on each of the topics.

Text types and textual conventions

Text types are categories of print, spoken, visual or audiovisual text, identified in terms of purpose, audience and features.

In learning a language, it is necessary to engage with, and produce, a wide variety of text types. Text types and textual conventions vary across languages and cultures and provide information about the society and culture in which they are produced. Students are encouraged to listen to, read and view a range of texts, and be provided with opportunities to practise them.

Textual conventions are the features, patterns and rules of texts, which are determined by the text type, context, audience and purpose of the text. They also include protocols for participating in communication, such as ways of initiating conversations, framing requests, disagreeing, and responding. Students should be made aware of the defining characteristics of different texts.

In school-based assessments and the WACE externally set task, students are expected to respond to, or produce, a range of spoken and written text types in Japanese. Text types for assessment are outlined in each unit, and textual conventions are defined in Appendix 2.

Linguistic resources

Linguistic resources are the specific elements of language that are necessary for communication. Acquiring linguistic resources allows for the development of knowledge, skills and understandings relevant to vocabulary, grammar and sound and writing systems of Japanese.

As well as enabling communication, developing understanding of the linguistic resources also enhances intercultural understandings, literacy skills and awareness of one's own language.

Intercultural understandings

Intercultural understandings involve developing knowledge, awareness and understanding of one's own culture(s) and language(s), as well as that of the Japanese-speaking world. The study of the learning contexts and topics, text types and textual conventions and linguistic resources, will enable the development of intercultural understandings which enhances the ability to communicate, interact and negotiate within and across languages and cultures, and to understand oneself and others.

The development of intercultural competence can be described as moving from a stage, where students are not aware of, or do not understand or practise cultural norms, to where cultural practices are so internalised that the student no longer notices them. It is not expected that second language learners will develop this degree of cultural competence without spending considerable time in-country. It is expected, however, that students will develop cultural self-awareness and become aware of cultural issues which govern speech and behaviour in Japanese-speaking communities, and begin to apply these in order to communicate effectively.

Language learning and communication strategies

Language learning and communication strategies are processes, techniques and skills relevant to:

- supporting learning and the acquisition of language
- making meaning from texts
- producing texts
- engaging in spoken interaction.

These strategies support and enhance the development of literacy skills, and enable further development of cognitive skills through thinking critically and analytically, solving problems, and making connections. Students should be taught these strategies explicitly and be provided with opportunities to practise them.

Representation of the general capabilities

The general capabilities encompass the knowledge, skills, behaviours and dispositions that will assist students to live and work successfully in the twenty-first century. Teachers may find opportunities to incorporate the capabilities into the teaching and learning program for the Japanese: Second Language General course. The general capabilities are not assessed unless they are identified within the specified unit content.

Literacy

For language learners, literacy involves skills and knowledge that need guidance, time and support to develop. These skills include:

- developing an ability to decode and encode from sound to written systems
- mastering of grammatical, orthographic, and textual conventions
- developing semantic, pragmatic, and critical literacy skills.

For learners of Japanese, literacy development in the language also extends literacy development in their first language and English.

Numeracy

Learning languages affords opportunities for learners to develop, use and understand, patterns, order and relationships, to reinforce concepts such as number, time, and space, in their own and in different cultural and linguistic systems.

Information and communication technology capability

Information and communication technology (ICT) extends the boundaries of the classroom and provides opportunities to develop information technology capabilities as well as linguistic and cultural knowledge.

Critical and creative thinking

As students learn to interact with people from diverse backgrounds, and as they explore and reflect critically, they learn to notice, connect, compare, and analyse aspects of the Japanese language and culture. As a result, they develop critical thinking skills as well as analytical and problem-solving skills.

Personal and social capability

Learning to interact in a collaborative and respectful manner is a key element of personal and social competence. Recognising that people view and experience the world in different ways is an essential aspect of learning another language.

Ethical understanding

In learning a language, students learn to acknowledge and value difference in their interactions with others and to develop respect for diverse ways of perceiving the world.

Intercultural understanding

Learning a language involves working with, and moving between, languages and cultures. This movement between languages and cultures is what makes the experience intercultural. Intercultural understandings is one of the five content areas of this course.

Representation of the cross-curriculum priorities

The cross-curriculum priorities address the contemporary issues which students face in a globalised world. Teachers may find opportunities to incorporate the priorities into the teaching and learning program for the Japanese: Second Language General course. The cross-curriculum priorities are not assessed unless they are identified within the specified unit content.

Aboriginal and Torres Strait Islander histories and cultures

Learning Japanese provides opportunities to develop an understanding of concepts related to language and culture in general and make intercultural comparisons across languages, including Aboriginal and Torres Strait Islander languages. Several Aboriginal communities in Western Australia provide prime examples of where trade, intermarriage, language and cultural interchange are evident.

Asia and Australia's engagement with Asia

In learning Japanese, students develop capabilities to engage with the language and cultures of Japanese-speaking communities and of people of Japanese heritage within Australia, and other Japanese communities in the world.

Sustainability

In learning Japanese, students may engage with a range of texts and concepts related to sustainability such as:

- the environment
- conservation
- social and political change
- how language and culture evolve.

Unit 3

Unit description

The focus for this unit is にちじょうせいかつ 日常生活 (Daily life).

Students continue to develop skills, knowledge and understandings through the study of the unit content. They extend their communication skills in the Japanese language and gain further insight into the culture.

Unit content

An understanding of the Year 11 content is assumed knowledge for students in Year 12. It is recommended that students studying Unit 3 and Unit 4 have completed Unit 1 and Unit 2.

This unit includes the knowledge, understandings and skills described below.

Learning contexts and topics

Unit 3 is organised around three learning contexts and a set of three topics. The placement of a topic under a particular learning context is intended to provide a specific perspective for the teaching and assessment of the topic.

Learning contexts	Topics
<p>The individual Students explore aspects of their personal world, aspirations, values, opinions, ideas, and relationships with others. They also study topics from the perspectives of other people.</p>	<p>My life <small>せいかつ</small> 私の生活 Students reflect on their home life and explore homestay experiences; including exchanging information about their personal and family profile, hobbies and interests. They describe typical rules and routines of home and school life.</p>
<p>The Japanese-speaking communities Students explore topics from the perspectives of individuals and groups within those communities, or the communities as a whole, and develop an understanding of how culture and identity are expressed through language.</p>	<p>Home life <small>せいかつ</small> 学校と家での生活 Students explore home-stay, typical rules, routines, family life, school activities, making contact with visitors and making arrangements to meet within Japanese-speaking communities.</p>
<p>The changing world Students explore information and communication technologies and the effects of change and current issues in the global community.</p>	<p>Daily life <small>せいかつ</small> 生活をくらべて Students consider the daily life of young people and how they exchange information and opinions.</p>

Text types and textual conventions

It is necessary for students to engage with a range of text types. In school-based assessments, students are expected to respond to, and to produce, a range of text types in Japanese from the list below.

- account
- advertisement
- announcement
- article
- blog post
- cartoon
- chart
- conversation
- description
- diary entry
- email
- film or TV program (excerpts)
- form
- image
- interview
- invitation
- itinerary
- journal entry
- letter
- map
- message
- note
- postcard
- review
- role-play
- script – speech, interview, dialogue
- sign
- table

Refer to Appendix 2 for details of the features and conventions of the text types.

Linguistic resources

Vocabulary

Vocabulary, phrases and expressions associated with the unit content.

Grammar

Students will be expected to recognise and use the following grammatical items:

1. Plain forms

Verbs	Adjectives	Copula 'to be'
～る：食べる ～う：書く	～い：大きい ～な：しずかだ ～な：しずかな町だ	～だ：先生だ
～た：食べた 書いた	～かった：大きかった ～だった：しずかだった	～だった：先生だった
～ない：食べない 書かない	～くない：大きくない ～じゃない： しずかじゃない	～じゃない： 先生じゃない

Verbs	Adjectives	Copula 'to be'
～なかった： 食べなかった 書かなかった	～くなかった：大きくなかった ～じゃなかった： しずかじゃなかった	～じゃなかった： 先生じゃなかった

2. Stem of Masu form structures

Form	Function/use
Stem + たいと思います	expressing desire

3. Te form structures

Form	Function/use
～てはいけません	denying permission
～てはだめです	expressing you must not
～てもいいです	granting permission expressing you may

4. Finite form structures

Form	Function/use
Finite form 前 (に)	expressing doing one action, before another
Finite form ことができます。	expressing your ability
Finite form 時	expressing the time frame (when)
Finite form 間 (に)	during the time (whilst)
Finite form と言う	quoting what someone said
Finite form と思う	quoting what someone thinks
Finite form より/ほうが	giving a comparison
Finite form のと Finite form のと... ですか	asking a comparison question

5. Nai form structures

Form	Function/use
Base + ないください	expressing please don't do something
Base + ないほうがいいです	advising one not to do something
Base + なければなりません	expressing that you must do

6. Plain past form structures

Form	Function/use
～たほうがいいです	giving advice
～たり～たり	giving examples of actions within a context
	expressing alternative states
～た後 (で)	expressing doing one action after another
～たことがある	expressing your experience

7. Noun + structures

Form	Function/use
Noun をくれる	give to me (my group)
Noun をあげる	give to another
Noun をもらう	receive from
Noun の前 (に)	sequencing before
Noun の間 (に)	during the time, whilst
Noun の後 (で)	sequencing after
Noun の時 (に)	the time when
Noun + という + noun...	called
Noun + は noun とくらべて	making comparisons
Noun + より noun ほうが...	making comparisons
Noun + ははじめてです。	expressing the first time

8. Nominalisers

Nominaliser	Function/use
の	nominalisation (the one)
こと	nominalisation

9. Adjectives and adverbs

Form	Function/use
Adverbs い adjective～く な adjective～に	expressing how an action is performed

い adjective～くなる な adjective～になる	expressing how something changes
------------------------------------	----------------------------------

10. Particles

Particle	Function/use
が	subject
で	indicating extent

11. Sentence final particles

Particle	Function/use
の	soft question marker
	soft sentence ending

12. Conjunctions

Conjunction	Function/use
けれど けど	however (but)
～から	giving a reason (since, so)
それに	linking (besides that, what's more)
それで	linking (and so)
～と	quoting speech or thoughts

Refer to Appendix 3 for elaborations of grammatical items.

Sound and writing systems

- productive 会 言 話 休 少 週 今 先 間 天 男 女 元 気 車 思
- receptive 作 読 書 新 長 古 白 黒 赤 青 午 後 色 々 料 理 茶 電
自 動 明 去

Intercultural understandings

The learning contexts and topics, the textual conventions of the text types selected, and the linguistic resources for the unit, should provide students with opportunities to enhance understanding of their own language(s) and culture(s) in relation to the Japanese language and culture and enable, them to reflect on the ways in which culture influences communication.

Language learning and communication strategies

Language learning and communication strategies will depend upon the needs of the students and the learning experiences and/or communication activities taking place.

Dictionaries

Students should be encouraged to use dictionaries and develop the necessary skills and confidence to do so effectively.

Unit 4

Unit description

The focus for this unit is ようこそ、私の国へ! (**Welcome to my country**).

Students continue to develop skills, knowledge and understandings through the study of the unit content. They extend their communication skills in the Japanese language and gain further insight into the culture.

Unit content

This unit builds on the content covered in Unit 3.

This unit includes the knowledge, understandings and skills described below.

Learning contexts and topics

Unit 4 is organised around three learning contexts and a set of three topics. The placement of a topic under a particular learning context is intended to provide a specific perspective for the teaching and assessment of the topic.

Learning contexts	Topics
<p>The individual Students explore aspects of their personal world, aspirations, values, opinions, ideas, and relationships with others. They also study topics from the perspectives of other people.</p>	<p>Welcoming a guest ようこそ! Students reflect on welcoming a visitor, networking with friends, making arrangements to go out, entertaining at home, dining out and describing special occasions.</p>
<p>The Japanese-speaking communities Students explore topics from the perspectives of individuals and groups within those communities, or the communities as a whole, and develop an understanding of how culture and identity are expressed through language.</p>	<p>Seasonal activities and celebrations しきとイベント Students explore seasonal activities, celebrations, and giving and receiving on special occasions.</p>
<p>The changing world Students explore information and communication technologies and the effects of change and current issues in the global community.</p>	<p>Healthy lifestyles けんこう Students consider a healthy lifestyle in a changing world.</p>

Text types and textual conventions

It is necessary for students to engage with a range of text types. In school-based assessments, students are expected to respond to, and to produce, a range of text types in Japanese from the list below.

- account
- advertisement
- announcement
- article
- blog post
- cartoon
- chart
- conversation
- description
- diary entry
- email
- film or TV program (excerpts)
- form
- image
- interview
- invitation
- itinerary
- journal entry
- letter
- map
- message
- note
- postcard
- review
- role-play
- script – speech, interview, dialogue
- sign
- table

Refer to Appendix 2 for details of the features and conventions of the text types.

Linguistic resources

Vocabulary

Vocabulary, phrases and expressions associated with the unit content.

Grammar

Students will be expected to recognise and use the following grammatical items:

1. Stem of Masu form structures

Form	Function/use
Stem + にくいです	saying something is difficult to do
Stem + やすいです	saying something is easy to do
Stem + ながら	indicating actions done simultaneously
Stem + かた	expressing how to do something

2. Finite form structures

Form	Function/use
Finite form でしょう	indicating probability
Finite form かもしれません	indicating possibility
Finite form つもりです	expressing intention

3. Plain past form structures

Form	Function/use
～たら	expressing a condition

4. Noun + structures

Form	Function/use
Noun + と noun + と	asking about comparisons
Noun + は noun + とおなじです	indicating that something is the same
Noun + は noun + とちがいます	expressing something is different
Noun + って	asking what something is

Refer to Appendix 3 for elaborations of grammatical items.

Sound and writing systems

- productive 楽 心 海 聞 国 物 回 目 口 手 体 耳 外
- receptive 始 終 夜 夕 曜 朝 昼 晩 春 夏 秋 冬 雪 雨 花 風 葉

Intercultural understandings

The learning contexts and topics, the textual conventions of the text types selected, and the linguistic resources for the unit, should provide students with opportunities to enhance understanding of their own language(s) and culture(s) in relation to the Japanese language and culture, and enable them to reflect on the ways in which culture influences communication.

Language learning and communication strategies

Language learning and communication strategies will depend upon the needs of the students and the learning experiences and/or communication activities taking place.

Dictionaries

Students should be encouraged to use dictionaries and develop the necessary skills and confidence to do so effectively.

School-based assessment

The *Western Australian Certificate of Education (WACE) Manual* contains essential information on principles, policies and procedures for school-based assessment that needs to be read in conjunction with this syllabus.

Teachers design school-based assessment tasks to meet the needs of students. The table below provides details of the assessment types for the Japanese: Second Language General Year 12 syllabus and the weighting for each assessment type.

Assessment table – Year 12

Type of assessment	Weighting
<p>Oral communication Interaction with others to exchange information, ideas, opinions and/or experiences in spoken Japanese. This can involve participating in a role-play, an interview or a conversation.</p>	25%
<p>Response: Listening Comprehension and interpretation of, and response in English to, a range of Japanese spoken texts, such as messages, announcements, conversations and interviews.</p>	25%
<p>Response: Viewing and reading Comprehension and interpretation of, and response in English to, a range of Japanese print and audiovisual texts, such as emails, blog posts, films/television programs (excerpts), advertisements, reviews and articles.</p>	20%
<p>Written communication Production of written texts to express information, ideas, opinions and/or experiences in Japanese. This can involve responding to a stimulus, such as a blog post, an email, an advertisement or an image, or writing a text, such as a journal/diary entry, a message, an account, a review or an email.</p>	15%
<p>Externally set task A written task or item or set of items of 50 minutes duration developed by the School Curriculum and Standards Authority and administered by the school.</p>	15%

Teachers are required to use the assessment table to develop an assessment outline for the pair of units.

The assessment outline must:

- include a set of assessment tasks
- include a general description of each task
- indicate the unit content to be assessed
- indicate a weighting for each task and each assessment type
- include the approximate timing of each task (for example, the week the task is conducted, or the issue and submission dates for an extended task).

In the assessment outline for the pair of units, each assessment type must be included at least once over the year/pair of units. The externally set task occurs in Term 2.

The set of assessment tasks must provide a representative sampling of the content for Unit 3 and Unit 4.

Assessment tasks not administered under test/controlled conditions require appropriate validation/authentication processes.

Externally set task

All students enrolled in the Japanese: Second Language General Year 12 course will complete the externally set task developed by the Authority. Schools are required to administer this task in Term 2 at a time prescribed by the Authority.

Externally set task design brief – Year 12

Time	50 minutes
Use of dictionaries	Special items: one combined print dictionary (Japanese/English and English/Japanese dictionary) or two separate print dictionaries (one English/Japanese dictionary and one Japanese/English dictionary) Note: dictionaries must not contain any notes or other marks. No electronic dictionaries are allowed.
Format	Written
	Conducted under invigilated conditions
	Two parts based on 1–2 topics, and related learning contexts, from Unit 3
	Part 1: Response: Viewing and reading One text in Japanese with 2–5 questions in English with responses in English
	Part 2: Written communication One question in English requiring a written response in Japanese of 250–300 <i>ji</i>
Content	The Authority informs schools during Term 3 of the previous year of the Unit 3 syllabus content on which the task will be based

Refer to the *WACE Manual* for further information.

Grading

Schools report student achievement in terms of the following grades:

Grade	Interpretation
A	Excellent achievement
B	High achievement
C	Satisfactory achievement
D	Limited achievement
E	Very low achievement

The teacher prepares a ranked list and assigns the student a grade for the pair of units. The grade is based on the student's overall performance as judged by reference to a set of pre-determined standards. These standards are defined by grade descriptions and annotated work samples. The grade descriptions for the Japanese: Second Language General Year 12 syllabus are provided in Appendix 1. They can also be accessed, together with annotated work samples, through the Guide to Grades link on the course page of the Authority website at www.scsa.wa.edu.au.

To be assigned a grade, a student must have had the opportunity to complete the education program, including the assessment program (unless the school accepts that there are exceptional and justifiable circumstances).

Refer to the *WACE Manual* for further information about the use of a ranked list in the process of assigning grades.

Appendix 1 – Grade descriptions Year 12

A	<p>Written production</p> <p>Competently conveys information and expresses ideas and opinions across a range of topics. Includes elaborations or examples to engage an audience. Provides relevant cultural references where required.</p> <p>Includes a range of vocabulary, language structures, and script (including prescribed kanji). Uses appropriate register. Applies rules of grammar, but occasionally makes minor errors in syntax and vocabulary. Errors do not affect meaning.</p> <p>Writing is cohesive and well-structured, showing clear development and connection of ideas. Observes all the conventions of text types.</p>
	<p>Oral production</p> <p>Communicates effectively across a range of topics. Comprehends almost all questions without clarification. Responds in depth with relevant information and opinions.</p> <p>Responses are clear and cohesive. Uses a range of vocabulary and complex sentence structures. Errors do not affect meaning.</p> <p>Pronunciation is mostly accurate.</p>
	<p>Comprehension</p> <p>Accurately identifies, and extracts and processes information from a variety of texts across a range of topics. Conveys relevant details in a concise and cohesive manner. When processing less familiar language and more complex texts, responses are not always correct.</p>
B	<p>Written production</p> <p>Conveys information and expresses ideas and opinions across a range of topics using simple sentences. Provides some elaborations and relevant cultural references where required. Includes a range of familiar vocabulary, sentence structures, grammar and script (including familiar kanji). Uses repetitive language and grammar structures. Uses English words in certain contexts instead of katakana. Displays some script errors. Errors do not affect meaning.</p> <p>Organises writing logically; develops ideas clearly. Observes most of the conventions of text types.</p>
	<p>Oral production</p> <p>Communicates effectively, in most instances, across a range of topics. Comprehends most questions and responds with relevant information, opinions and some detail.</p> <p>Responses are mostly clear and cohesive. Competently uses a range of vocabulary and simple sentence structures. Includes some complex sentences with errors. Approaches questioning in a culturally appropriate manner by observing language conventions.</p> <p>Pronunciation is reasonably accurate.</p>
	<p>Comprehension</p> <p>Identifies, and extracts and processes information from a variety of texts across a range of topics. Provides mostly accurate responses to literal questions, and some correct responses to inferential questions.</p> <p>May select the wrong word or phrase when consulting the dictionary, resulting in an inappropriate translation or interpretation.</p>

C	<p>Written production</p> <p>Expresses basic information and simple, personal ideas and opinions, related to familiar topics. May show some development of ideas or elaboration. Makes limited cultural references. Writing relies on familiar vocabulary, sentence structures, and script (including familiar kanji). Applies the rules of grammar, including word order, inconsistently. Uses a limited range of grammar, simple vocabulary structures, connectives and particles accurately and appropriately in most instances. Displays some inaccuracies when using complex vocabulary and sentence structures. Use of kanji is limited and some characters are used repetitively. Some kanji is used inappropriately, with minor errors in furigana. Writing is characterised by short, simple sentences. Observes some of the conventions of text types.</p>
	<p>Oral production</p> <p>Communicates some information and ideas, but provides little depth. Comprehends familiar questions, although rephrasing and support from the other speaker is sometimes necessary for complex questions. Provides brief responses that are reasonably accurate and that rely on well-rehearsed language. Uses a limited range of vocabulary, displaying inaccuracies in grammar and word order. Pronunciation errors at times affect meaning.</p>
	<p>Comprehension</p> <p>Identifies, and extracts and processes some information from a variety of texts, but supporting details are not always provided. Responses to literal questions are mostly correct, but responses to inferential questions are frequently incorrect or incomplete. Occasionally selects the wrong word or phrases when consulting a dictionary.</p>
D	<p>Written production</p> <p>Expresses basic information and simple, personal ideas, when writing about familiar topics. When writing about less familiar topics may include irrelevant content. Uses well-rehearsed, simple language and short sentences. Writing is frequently repetitive, disjointed and influenced by first language. Inaccurately applies basic rules of grammar. Displays inaccuracies in vocabulary, script, kanji formation and register. Often uses verbs incorrectly, due to similarities in syllables. Makes minimal use of simple verb agreements. Inconsistently applies the conventions of text types.</p>
	<p>Oral production</p> <p>Communicates by providing some basic information and ideas. Requires frequent support from the other speaker to sustain conversation. Communication is hindered by a lack of comprehension. Uses a limited range of vocabulary, displaying inaccuracies in grammar, word order and sentence structure. Responses are brief, characterised by single words and fragmented sentences, or English. Pronunciation errors often affect meaning.</p>
	<p>Comprehension</p> <p>Identifies, and extracts limited information from texts. Responses are sometimes incomplete or irrelevant.</p>
E	Does not meet the requirements of a D grade.

Appendix 2 – Text type list

This list is provided to enable a common understanding of the text types listed in the syllabus.

Account

In both spoken and written form, accounts retell something that happened: a story. Accounts have a title and are often in the first person. They describe a series of events or experiences, are often presented in a logical manner and at the conclusion there may be a resolution. Language is either formal or informal, with time words used to connect ideas, and action words used to describe events.

In Japanese, the heading and author's name are located at the top right hand side and polite language is used. Paragraphing is indicated by a one square indent, when squared paper is used.

Advertisement

Advertisements promote a product or service. Emotive, factual or persuasive language is used in an informal or colloquial register. They often use abbreviated words and sentences, comparatives and superlatives, and may be in spoken, written or graphic form.

Announcement

In both spoken and written form, announcements present factual information about an event that has recently occurred or is about to occur. They may also be in graphic form. Announcements can sometimes use a formal register, but may also be in informal or colloquial register. They include factual, straightforward language with little elaboration, and present information in a logical sequence.

Article

Articles consist of a section of text from a newspaper, a magazine, a web page, or other publication. Typically, articles have a title that indicates the content. They are usually in a formal register and the language in an article can be descriptive, factual, judgemental, emotive or persuasive, depending on the context. Within an article, ideas or opinions are developed. Articles often end with a statement of conclusion or advice to the reader. They may be accompanied by a graphic, if necessary. Articles can be reproduced directly, or can be modified to make the language more accessible for students.

In Japanese, inclusion of the author's name is optional, but if included is written on the right hand side, one line below the title. Paragraphing is indicated by a one square indent when squared paper is used. Articles can be in plain or polite form, however, the register must be consistent.

Blog post

Web logs (blogs) are basically journals that are available on the World Wide Web. Many blogs provide commentary or news on a particular subject; others function as more personal online diaries. Typically, blogs combine text, images, and link to other blogs, web pages, and other media related to their topic. Students will generally be required to write a response to a blog (a post). Posts can sometimes use a formal register, but may also be in informal or colloquial register. The language in a blog post can be descriptive, factual, judgemental, emotive or persuasive, depending on the context.

In Japanese, the opening greeting clearly identifies the author. The register is informal, in the first person and in a conversational style. Incomplete sentences are used and awareness of gender is evident.

Cartoon

Cartoons or comic strips represent a drawing or sequence of drawings arranged in panels to display brief humour, or form a narrative, with text in balloons and captions. The language in a cartoon or comic strip can be subjective or objective, descriptive, factual, judgemental, humorous, emotive or persuasive, depending on the context, and may involve a range of tenses. A cartoon or comic strip may illustrate or describe an event, or series of events, often presented in a logical sequence, and at the conclusion there may be a resolution.

Chart

Charts organise and represent a set of data in a diagram or table. They may also visually represent knowledge, concepts, thoughts, or ideas. They are typically graphical and contain very little text. Charts include a title that provides a succinct description of what the data in the chart refers to, and contain key words that readers are looking for. They are usually in a formal register.

Conversation

In both spoken and written form, conversations often begin with an exchange of opening salutations, are followed by a question or statement, and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences, and pauses and fillers. The register of conversations will often depend on the context and relationship between participants.

In Japanese, scripts for a conversation have each participant commencing on a new line. Conversations can be in polite or plain register, depending on the relationship between the participants. If the language is informal, incomplete sentences are used and awareness of gender is evident. Formulaic expressions are also used to improve the flow of the conversation and link speakers.

Description

Descriptions of people, places, animals, events or feelings, or a combination of these, can often be found within another context (letter, article etc.). Information can be presented in an objective or subjective way. Details are presented to create a clear image for the reader. Extravagant language or superlatives may be used to emphasise an impression, atmosphere or mood. Descriptions may contain references to sight, sound, smell, touch, taste or feelings.

In Japanese, descriptions have a title that indicates the content, and use formal language. Paragraphing is indicated by a one square indent when squared paper is used.

Diary entry

Diary entries record personal reflections, comments, information or experiences of the writer. The language of diary entries should generally be informal and colloquial and entries are often written in the first person. Entries use subjective language to give a clear sense of the writer's personality, and to explain their feelings and emotions. The layout should appear authentic, provide a sense of time and sequence, and possibly a place name.

In Japanese, the date and day is written on the top left hand side and the weather on the top right hand side of the entry. The language is informal with use of abbreviated words and incomplete sentences.

Email

The language of email messages could be formal or informal, depending on the context. A message from one friend to another should be colloquial. A message that is business-related should use a more formal register. Although authentic emails often do not have either a salutation at the beginning, or a signature at the end, they should have both in assessment usage in order to indicate more clearly the context of the message.

In Japanese, an email clearly shows the author and the recipient. When an email is addressed to a friend, it includes an appropriate casual greeting about health, a casual sign off at the end, and uses informal language with abbreviated words and incomplete sentences. Paragraphing is indicated by a one square indent when squared paper is used.

Film or TV program (excerpts)

Excerpts are segments taken from a longer work of a television program or a film. They are often used to illustrate and strengthen understanding of a topic, provide a description of characters and settings, or present a series of events in a logical progression. Depending on the context, excerpts may be either in formal or informal register, present a range of tenses, or contain language that can be subjective or objective, descriptive, factual, judgemental, humorous, emotive, or persuasive.

Form

Forms contain a series of questions asked of individuals to obtain information about a given position, focus or topic etc. In their design, they have a title, contact details and questions. Forms may include categories. The language of forms is often objective and includes descriptive words, a range of tenses, and a variety of questions to address. As a response, students could be asked to complete a form or respond to questions or criteria in an application, for example, for a job.

Image

Images can frequently be used on their own, as they communicate ideas in much more complete and complex ways than words alone. At other times, they are included with a title or caption or other text as a stimulus for response. Images should always complement and provide information on the topic or text.

Interview

In both spoken or written form, interviews often begin with an exchange of opening salutations, are followed by a question or statement, and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences and pauses and fillers to maintain conversation. The register of interviews will often depend on the context and relationship between participants.

Invitation

Invitations can be simply examples of a formal letter, but can also be presented in graphic form, including sketches. They can require a formal response, in letter form, or can ask for single words to be inserted in the original layout in response.

Itinerary

Itineraries provide a plan for a journey. They present specific details and factual information about destinations, transportation methods, accommodation, list of the “to-dos”, attractions and events. Itineraries also include names, addresses and any other contact information necessary while on the

journey. Depending on the context, itineraries may be either in formal or informal register, and present a range of tenses.

Journal entry

Journal entries record personal reflections, comments, information, or experiences of the writer. The language of journal entries should generally be informal and colloquial, and entries are often written in the first person. Entries use subjective language to give a clear sense of the writer's personality, and to explain their feelings and emotions. The layout should appear authentic, provide a sense of time and sequence, and possibly a place name.

Letter

Formal letters are written communication in formal contexts, to convey/request information, to lodge a complaint, or to express an opinion. The layout of a formal letter must include the date, the address of sender and recipient, and a formal greeting and phrase of farewell. The language should be in formal register and deal with a business or other specific topic. Common features of a formal letter are the use of objective language, full sentences and paragraphs, frequent use of formulaic language, and a logical and cohesive sequence of ideas.

In Japanese, formal letters use polite language and complex sentence structures. The opening paragraph should include reference to the weather or a seasonal event. The layout requires that the date is written at the bottom left hand side and the name is written at the bottom right hand side. If the letter is a job application, honorific greeting and sign-off is used, the person is addressed, and any additional documents which are included are mentioned. If the letter is to the editor of a newspaper, the editor is addressed and a pseudonym is used to sign off. A thank you letter to an invitation uses formal language, abbreviated words and incomplete sentences. Paragraphing is indicated by a one square indent, when squared paper is used.

Informal letters are written communication with acquaintances, friends and family, to inform or to amuse. The layout of an informal letter can be less stylised than a formal letter; possibly with only the date, the address of the sender, a casual greeting and a phrase of farewell. The language can be informal and colloquial and the content can be simple and casual. Common features of an informal letter are the use of subjective language, sentence structure often less complex than in formal letters, and a logical and cohesive sequence of ideas.

In Japanese, informal letters use plain language written in the first person, abbreviated words and incomplete sentences. The layout requires a casual closing and no name sign off. Paragraphing is indicated by a one square indent when squared paper is used.

Map

Maps are a form of symbolisation, governed by a set of conventions, that aim to instruct, inform or communicate a sense of place. Maps are usually in a formal register and frequently use formulaic expressions. They should have a title, orientation, scale, longitude and latitude, an index grid and a symbols translator. They can be reproduced directly or can be modified to make the language more accessible for students.

Message

In both spoken and written form, messages are objects of communication that inform, request, instruct or remind. The written forms are less formal than informal letters and are often used to convey information left on an answering machine, on a mobile phone, or in a telephone call. They

have a salutation and a signing off, but the content should be brief and to the point, and convey a specific piece of information with little extra detail.

In Japanese, the recipient's name is written at the top left hand side and the author's name at the bottom right hand side. The register is informal and written in the first person. Use of abbreviated words and incomplete sentences is evident, and information may be in point form.

Note

Notes are written to inform, request, instruct or remind. They are less formal than informal letters. Notes have a salutation and a signing off, but the content should be brief and to the point, and convey a specific piece of information with little extra detail.

Postcard

Messages written on postcards are always short and the language is informal.

A postcard that is required as a response to a question will also be short and informal.

Review

Reviews are evaluations of publications such as films, songs, musical performances, novels or stories. The plot summary and description of the work or performance form the majority of the review. The language and structure are formal; however, more personal and evaluative comments are often included.

A title should be given.

Role-play

In both spoken and written form, role-plays are used to communicate and exchange ideas, information, opinions, and experiences. Role-plays would generally have only two speakers, but each speaker must be clearly identified.

A role-play often begins with an exchange of opening salutations, is followed by a question or statement, and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences, and pauses and fillers to maintain the conversation. The language level of role-play will often depend on the context and relationship between participants.

Script – speech, interview, dialogue

Scripts are written forms of speeches, interviews or dialogues that communicate and exchange ideas, information, opinions and experiences. Scripts would generally have only two speakers, possibly an interviewer and an interviewee, but each speaker must be clearly identified. A script often begins with an exchange of opening salutations, is followed by a question or statement, and then a two-way sustained interaction. The language is often authentic, informal and conversational in style, sometimes with interjections, incomplete sentences, and pauses and fillers to maintain the conversation. The language level of scripts will often depend on the context and relationship between participants.

In Japanese, the script of a speech uses formal language. The speaker uses an appropriate greeting, introduces him or herself and the topic, and concludes by thanking the audience.

Sign

Signs convey a meaning. They present factual information about an object, a situation that exists, or an event that is about to occur. Signs use a formal register and are most often in graphic form.

Table

Tables organise and represent a set of data in a diagram or table. They may also visually represent knowledge, concepts, thoughts, or ideas. Tables are typically graphical and contain very little text. However, they do include a title that provides a succinct description of what the data in the chart or table refers to. They are usually in a formal register.

Appendix 3 – Elaborations of grammatical items

Elaborations are examples that accompany the grammatical items. They are intended to assist teachers to understand what is to be taught. They are not intended to be complete or comprehensive, but are provided as support only.

Unit 3

1. Plain forms

Verbs	Adjectives	Copula 'to be'
～る：食べる ～う：書く	～い：大きい ～な：しずかだ ～な：しずかな町だ	～だ：先生だ
～た：食べた 書いた	～かった：大きかった ～だった：しずかだった	～だった：先生だった
～ない：食べない 書かない	～くない：大きくない ～じゃない： しずかじゃない	～じゃない： 先生じゃない
～なかった： 食べなかった 書かなかった	～くなかった：大きくなかった ～じゃなかった： しずかじゃなかった	～じゃなかった： 先生じゃなかった

2. Stem of Masu form structures

Form	Function/use	Elaborations
Stem + たいと思います	expressing desire	車を買いたいと思います。

3. Te form structures

Form	Function/use	Elaborations
～てはいけません	denying permission	さけを飲んではいけません。
～てはだめです	expressing you must not	けいたい電話をつかってはだめです。
～てもいいです	granting permission expressing you may	ひらがなで書いてもいいです。

4. Finite form structures

Form	Function/use	Elaborations
Finite form 前 (に)	expressing doing one action, before another	出かける前に、電話をください。
Finite form ことができます。	expressing your ability	ひらがなを書くことができます。
Finite form 時	expressing the time frame (when)	日本に行った時、さくらの花を見ました。 学校に行く時、せいふくをきなればなりません。 小さい時、どうぶつえんが好きでした。 しずかな時、大きいこえで話さないでください。
Finite form 間 (に)	during the time (whilst)	日本にいる間、日本語をべんきょうしていました。 日本にいる間に、きょうとに行きました。
Finite form という	quoting what someone said	かれは明日来ると言いました。
Finite form と思う	quoting what someone thinks	明日は雨がふると思います。
Finite form より/ほうが	giving a comparison	テレビを見るより本を読むほうが楽しいです。
Finite form のと finite form のと...ですか	asking a comparison question	おはしで食べるのとフォークで食べるのとどちらがいいですか。

5. Nai form structures

Form	Function/use	Elaborations
Base + ないでください	expressing please don't do something	えいごで話さないでください。
Base + ないほうがいいです	advising one not to do something	お金をもって来ないほうがいいです。
Base + なければなりません	expressing that you must do	べんきょうしなければなりません。

6. Plain past form structures

Form	Function/use	Elaborations
～たほうがいいです	giving advice	べんきょうしたほうがいいです。
～たり～たり	giving examples of actions within a context	日曜日には家でテレビを見たり、本を読んだりします。
	expressing alternative states	あつかったり、さむかったり、たいへんです。
～た後（で）	expressing doing one action after another	晩ごはんを食べた後で、おんせんに入りましょう。
～たことがある	expressing your experience	日本へ行ったことがあります。

7. Noun + structures

Form	Function/use	Elaborations
Noun をくれる	give to me (my group)	先生は本をくれました。
Noun をあげる	give to another	先生は田中さんにペンをあげました。
Noun をもらう	receive from	学校からメールをもらいました。
Noun の前（に）	sequencing before	しょくじの前に、さんぽしました。
Noun の間（に）	during the time, whilst	休みの間に、日本に行きました。
Noun の後（で）	sequencing after	テレビの後で、電話をしました。
Noun の時（に）	the time when	子どもの時に、からてをならいました。
Noun + という + noun...	called	さくらというレストラン…
Noun + は noun とくらべて	making comparisons	東京はおおさかとくらべて大きいです。
Noun + より noun ほうが…	making comparisons	そばよりピザのほうが…
Noun ははじめてです。	expressing the first time	日本ははじめてです。

8. Nominalisers

Nominaliser	Function/use	Elaborations
の	nominalisation (the one)	赤いのをください。 すしを食べるのが好きです。
こと	nominalisation	行くこと

9. Adjectives and adverbs

Form	Function/use	Elaborations
Adverbs い adjective～く な adjective～に	expressing how an action is performed	もういちどゆっくり話してください。 名前を大きく書いてください。 しずかにすわってください。
い adjective～くなる な adjective～になる	expressing how something changes	妹はせが高くなりました。 日本語が上手になりました。

10. Particles

Particle	Function/use	Elaborations
が	subject	友だちが来ました。
で	indicating extent	二人で行きました。

11. Sentence final particles

Particle	Function/use	Elaborations
の	soft question marker	どこへ行くの？
	soft sentence ending	かれは明日来ないの。 あのしろはゆうめいなの。

12. Conjunctions

Conjunction	Function/use	Elaborations
けれど けど	however (but)	私は行きたいけれど、お金がありません。 さむいけど、およぎました。
～から	giving a reason (since, so)	つかれたから、もうねます。 あついから、川へおよぎに行きます。 しずかだから、としょかんでべんきょうします。
それに	linking (besides that, what's more)	父はいませんでした。それに、母ははたらいていました。
それで	linking (and so)	よくねました。それで、かぜがなおりました。
～と	quoting speech or thoughts	先生は「日本に行きます」と言いました。 ぼくは海でおよぎたいと思います。

Unit 4

1. Stem of Masu form structures

Form	Function/use	Elaborations
Stem + にくいです	saying something is difficult to do	ローマジは読みにくいです。
Stem + やすいです	saying something is easy to do	ひらがなは読みやすいです。
Stem + ながら	indicating actions done simultaneously	ラジオを聞きながら新聞を読みます。
Stem + 方	expressing how to do something	ごはんの作り方はやさしいです。

2. Finite form structures

Form	Function/use	Elaborations
Finite form でしょう	indicating probability	雪になるでしょう。
Finite form かもしれません	indicating possibility	明日行くかもしれません。
Finite form つもりです	expressing intention	明日買うつもりです。

3. Plain past form structures

Form	Function/use	Elaborations
～たら	expressing a condition	分からなかったら、聞いてください。 おいしくなかったら、食べなくてもいいです。

4. Noun + structures

Form	Function/use	Elaborations
Noun + と noun + と	asking about comparisons	サッカーとやきゅうとどちらのほうがおもしろいですか。
Noun + は noun + とおなじです	indicating that something is the same	このしゃしんはそのしゃしんとおなじです。
Noun + は noun + とちがいます	expressing something is different	日本の生活はオーストラリアの生活とちがいます。
Noun + って	asking what something is	さしみって何ですか。

Assumed learning

Before commencing the study of Unit 3 and Unit 4, it is assumed that students have, through prior experience or study, already acquired an understanding of the following Japanese grammatical items:

1. Polite forms

Verbs	Adjectives	Copula 'to be'
～ます：食べます 書きます	～いです：高いです ～な：しずかです ～な：しずかな町です	～です：せんせいです。
～ました： 食べました 書きました	～かったです： 高かったです ～な：しずかでした	～でした：せんせいでした。
～ません： 食べません 書きません	～くないです： 高くないです ～じゃないです： しずかじゃないです	～じゃないです： せんせいじゃないです。
～ませんでした： 食べませんでした 書きませんでした	～くなかったです： 高くなかったです ～じゃなかったです： しずかじゃなかったです	～じゃなかったです。 せんせいじゃなかったです。
～ましょう： 食べましょう 書きましょう		

2. Stem of Masu form structures

Form	Function/use	Elaborations
Stem + に	indicating purpose	えいがを見に行きます。
Stem + ませんか	inviting	デパートへ行きませんか。
Stem + ましょうか	suggesting	やきゅうをしましょうか。
Stem + たいです	expressing what you want to do	ラジオが聞きたいです。
Stem + そうです	expressing what something looks like	おいしそうです。
Stem + すぎます	indicating that something is excessive	食べすぎて、おなかがいたいです。 このとけいは高すぎます。

3. Te form structures

Form	Function/use	Elaborations
～て	linking ideas (and; and so)	朝ごはんを食べて学校に行きます。
	linking of adjectives	～くて：安くていいです。 ～で：きれいでしずかです。
～て+から	expressing when you do something after	朝ごはんを食べてからミルクを飲みます。
～て下さい	requesting	食べてください。
～て+います	expressing a continuous action in the present	テレビを見ています。
～てみます	expressing what you try to do	ケーキを作ってみます。 日本語を話してみます。

4. Noun + structures

Form	Function/use	Elaborations
Noun + について	asking/talking about something	日本のぶんかについておしえてください。
Noun + はどう/いかが	asking for opinions	日本はどうですか。 コーヒーはいかがですか。

5. Particles

Particle	Function/use	Elaborations
は	topic marker	私は学生です。
	contrast	本はありません。
が	existence	弟が二人います。
	expressing abilities	日本語がだきますか。
	expressing likes, dislikes	りんごが好きです。
	physical characteristics	父は目が青いです。
の	possessive (of, 's)	私のペンです。
	adjectival	日本の車です。
	possessive pronoun	これは先生のです。
	locational	本はつくえの上にあります。

Particle	Function/use	Elaborations
に	destination (to, into, onto)	パーティーに行きます。
	indirect object	先生に聞いてください。
	point of time	三時半に行きましょう。
	purpose	えいがを見に行きます。
	place of existence	しんぶんはここに 있습니다。
へ	direction (to)	日本へ行きます。
を	direct object	コーラを飲みます。
	asking for something	コーラを二つください。
	place of motion (pass by, along, through)	みちをまっすぐ行ってください。
で	place of action	学校でならいました。
	by means of	おはしで食べます。
や	linking (and so on)	日本語やすうがくやえいごをべんきょうしています。
と	linking (and)	本とざっしを買いました。
	with person	家族と行きました。
も	repetitive (too, also)	私も行きます。
	(both)	クリケットもやきゅうも好きです。
	expressing neither	いぬもねこもいません。
か	stating alternatives (or)	今日か、あした、行きましょう。

6. Sentence final particles

Particle	Function/use	Elaborations
ね/ねえ	tag question (isn't it?)	いいお天気ですね。
よ	assurance	いいえいがですよ。
	gentle persuasion	えいがに行きましょうよ。
か	question marker	だれ・どこ・いつ・何 etc.) ですか。

7. Words indicating extent

Word	Function/use	Elaborations
から	since, from (a point of time)	三時から四時までです。
	since, from (a place)	イタリアから来ました。
まで	until (a point of time)	三時までべんきょうしました。
	to, as far as (a place)	駅まであるきます。
ごろ	approximate point of time	妹は三時ごろかえります。
ぐらい/くらい	approximate	五百人ぐらいいます。
	amount/time/length	三時間ぐらいかかります。
一番	superlative (the most)	これが一番好きです。

8. Conjunctions

Conjunction	Function/use	Elaborations
が	linking with a contrast (but)	日本語はできますが、イタリア語はできません。
そして	linking (and)	本を読みました。そして、CDを聞きました。
それから	linking (and then, after that)	七時におきました。それから、朝ごはんを食べました。
ですから	consequently (because, so)	あついですから、海におよぎに行きます。 しずかですから、としょかんでべんきょうします。 おなががすいています。だから、ごはんが食べたいです。
けれども	however (but)	日本語が好きです。けれども、じょうずじゃないです。
でも	expressing contrast (but)	すしが好きです。でも、さしみは好きじゃないです。

9. Locational and directional terms

Term	Function/use	Elaborations
(の) 前 (に)	in front of	ゆうびんきょくの前に学校があります。
(の) 下 (に)	behind/underneath	テーブルの下にいぬがいます。

Term	Function/use	Elaborations
(の) 上 (に)	on top	つくえの上に本があります。
(の) 後ろ (に)	behind	ゆうこさんの後ろにひろきさんがいます。
(の) ひだりがわ (に)	left hand side	ホテルはデパートの左がわにあります。
(の) みぎがわ (に)	right hand side	よしださんはスミスさんの右がわにいます。
(の) 近く	next to	私の家は川の近くに 있습니다。
(の) そば (に)	near	トイレはしょくどうのそばです。
(の) とおく (に)	far from	カルグーリはパースからとおいです。
(の) 中 (に)	inside	本はつくえの中に 있습니다。
(の) そと (に)	outside	いぬは車の外に 있습니다。
(を) 右/左	right/left	かどを右にまがってください。
(を) まっすぐ	straight	みちをまっすぐ行ってください。

Sound and writing systems

All *hiragana* and *katakana* plus the following prescribed *kanji*:

Productive

一 二 三 四 五 六 七 八 九 十 百 千 万 人 本 才 日 月 火 水 木
 金 土 父 母 私 子 友 学 校 語 何 円 生 好 出 入 見 高 安 年 前
 山 川 上 下 中 名 食 飲 買 家 族 毎 行 大 小 所 来 時 分 半 方
 兄 姉 妹 弟 住 左 右 町 店 近 番

Receptive

東 西 北 南