



Universitas Negeri Surabaya
Faculty of Languages and Arts
Japanese Language Education Undergraduate Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date
Basic Writing	8820504316	Study Program Elective Courses	T=4	P=0	ECTS=6.36	5	January 3, 2022
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator	
	Joko Prasetyo, M. Pd		Joko Prasetyo, M. Pd			Rusmiyati, S.Pd., M.Pd.	

Learning model	Project Based Learning
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Program Learning Outcomes (PLO)	PLO study program which is charged to the course																																																																																				
	PLO-8	Able to plan, implement and evaluate Japanese language learning, linguistics, educational science and research oriented towards process standards using science and technology-based Japanese language learning resources and learning media.																																																																																			
	PLO-10	Able to speak Japanese receptively and productively in daily/general, academic and work contexts																																																																																			
	Program Objectives (PO)																																																																																				
	PO - 1	Understand the history of Japanese letters																																																																																			
	PO - 2	Identify Japanese letters																																																																																			
	PO - 3	Read and write Hiragana, Katakana and Kanji letters																																																																																			
	PLO-PO Matrix																																																																																				
		<table border="1" style="margin-left: 40px;"> <tr> <td>P.O</td> <td>PLO-8</td> <td>PLO-10</td> </tr> <tr> <td>PO-1</td> <td></td> <td></td> </tr> <tr> <td>PO-2</td> <td></td> <td></td> </tr> <tr> <td>PO-3</td> <td></td> <td></td> </tr> </table>	P.O	PLO-8	PLO-10	PO-1			PO-2			PO-3																																																																									
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PO Matrix at the end of each learning stage (Sub-PO)																																																																																					
	<table border="1" style="margin-left: 40px;"> <tr> <td rowspan="2">P.O</td> <td colspan="16">Week</td> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> </tr> <tr> <td>PO-1</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>PO-2</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>PO-3</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	P.O	Week																1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	PO-1																	PO-2																	PO-3																
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PO-3																																																																																					

Short Course Description	Formation and development of student competency in the field of Japanese letter writing skills, including Hiragana, Katakana and Kanji, as well as the use of characters used in modern Japanese. This course not only equips students with the ability to read and write letters, but also provides reading and writing skills using Kana and Kanji (including Jukugo Kanji) up to sentence level. Provision of knowledge regarding strategies for mastering Kanji letters as well as the application of letters and Jukugo in Japanese sentences so that students know the differences in the use of several letters according to their needs are also provided in this lecture. This course is carried out using a communicative, collaborative approach using demonstration methods, lectures, drills, exercises and giving individual and group assignments.
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References	Main :	
		<ol style="list-style-type: none"> Shinya, Makiko. 2002. Minna no Nihongo Shokyu I -Kanji. Tokyo: 3A 一般社団法人海外産業人材育成協会(AOTS). 2004. 一人で学べるひらがなカタカナインドネシア語版. Tokyo: 3A
	Supporters:	<ol style="list-style-type: none"> Hand out Lembar Kerja Mahasiswa

Supporting lecturer	Dra. Nise Samudra Sasanti, M.Hum. Joko Prasetyo, S.Pd., M.Pd.
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Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline (offline)	Online (online)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

1	<p>1.Understand the history of Hiragana and Katakana letters</p> <p>2.Understand the form and function of Hiragana letters</p> <p>3.Read and write Hiragana letters あ to ん</p> <p>4.Read and write words written in Hiragana letters あ to ん</p> <p>5.Understand the stroke order of the Hiragana letters あ to ん</p>	<p>1.Identify the differences in the shape of Hiragana letters and Katakana letters well</p> <p>2. Understand the function of using Hiragana letters well</p> <p>3.Read the Hiragana letters あ to ん correctly</p> <p>4.Write the Hiragana letters あ to ん correctly</p> <p>5.Read words written with the Hiragana letters あ to ん correctly</p> <p>6.Write words written with the Hiragana letters あ to ん correctly</p> <p>7.Memorize the strokes of the Hiragana letters あ to ん according to the rules</p>	<p>Criteria:</p> <p>1.There are 25 questions about reading and writing words in the Hiragana letters あ to ん. If the student succeeds in answering correctly, he gets 4 points. If the student does not answer correctly, he gets 0 points</p> <p>2.Rubric for portfolio</p> <p>Form of Assessment : Portfolio Assessment</p>	Lecture, Demonstration, Exercise 3 X 50		<p>Material: History of Japanese letters</p> <p>Reference: <i>Hand out</i></p> <hr/> <p>Material: Hiragana letters あ to ん</p> <p>Library:一般社団法人 海外産業人材育成協会 (AOTS). 2004. 一人 で学べるひらがなかなたかなインドネシア語版. Tokyo: 3A</p>	2%
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2	<p>1. Review the Hiragana letters あ to ん</p> <p>2. Hiragana letters Daku On, Handaku On, You On</p> <p>3. Understand the concepts of Chou On and Soku On</p>	<p>1. Read the Hiragana letters Daku On, Handaku On, You On correctly</p> <p>2. Write the Hiragana letters Daku On, Handaku On, You On correctly</p> <p>3. Read the hiragana words Daku On, Handaku On, You On correctly</p> <p>4. Write the Hiragana words Daku On, Handaku On, You On correctly</p> <p>5. Read Hiragana words with the concepts of Chou On and Soku On correctly</p> <p>6. Write Hiragana words with the concepts of Chou On and Soku On correctly</p>	<p>Criteria:</p> <p>1. There are 25 questions to measure competency in reading and writing the Hiragana letters あ to ん with a total score of 100. If students are able to answer the questions correctly they will get a score of 4 points, if students cannot answer the questions correctly they will get 0 points.</p> <p>2. Make noun cards in the surrounding environment with Hiragana letters, assessed using a rubric</p> <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	<p>Lecture, Demonstration, Exercise 3 X 50</p>		<p>Material: Daku On, Han Daku On, You On, Chou On, Soku On</p> <p>Library: 一般社団法人海外産業人材育成協会 (AOTS). 2004. 一人で学べるひらがなかなインドネシア語版 Tokyo: 3A</p> <p>Material: ひらがなの濁音、半濁音、拗音、長音、促音</p> <p>Library: 一般社団法人海外産業人材育成協会 (AOTS). 2004. 一人で学べるひらがなかなインドネシア語版 Tokyo: 3A</p>	15%
3	<p>1. Understand the form and function of Katakana letters</p> <p>2. Read and write Katakana letters ア to ャ</p>	<p>1. Read the Katakana letters ア to ャ correctly</p> <p>2. Write the Katakana letters ア to ャ correctly</p> <p>3. Read words written with the Katakana letters ア to ャ correctly</p> <p>4. Write words written with the Katakana letters ア to ャ correctly</p> <p>5. Write the Katakana letters ア to ャ with strokes according to the rules</p>	<p>Criteria: Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly</p> <p>Forms of Assessment : Participatory Activities, Portfolio Assessment, Tests</p>	<p>Lecture, Demonstration, Exercise 3 X 50</p>		<p>Material: Katakana letters ア to ャ</p> <p>Library: 一般社団法人海外産業人材育成協会 (AOTS). 2004. 一人で学べるひらがなかなインドネシア語版 Tokyo: 3A</p>	2%

4	<p>1. Reading and writing Katakana Daku On</p> <p>2. Read and write Katakana letters Handaku On</p> <p>3. Read and write the Katakana letters You On</p> <p>4. Understand the concepts of Chou On and Sokuon</p> <p>5. Read and write Katakana letters with Chou On and Sokuon</p> <p>6. Read and write special combined Katakana letters</p>	<p>1. Memorize the Katakana letters Ha-N, both how to read and how to write according to the rules</p> <p>2. Read the Katakana letters Daku On, Handaku On, You On correctly</p> <p>3. Write the Katakana letters Daku On, Handaku On, You On correctly</p> <p>4. Understand the concepts of Chou On and Soku On well</p> <p>5. Read Hiragana words with the concepts of Chou On and Soku On correctly</p> <p>6. Write Hiragana words with the concepts of Chou On and Soku On correctly</p> <p>7. Read special combined Katakana letters correctly</p> <p>8. Write the special combined Katakana letters correctly</p> <p>9. Write your own name using Katakana letters correctly</p>	<p>Criteria:</p> <p>1. Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly</p> <p>2. The project creates personal names, family names, and the names of people closest to them using Katakana letters, assessed using a rubric</p> <p>Form of Assessment : Project Results Assessment / Product Assessment, Test</p>	<p>Lecture, Demonstration, Exercise 3 X 50</p>		<p>Material: Katakana Letters</p> <p>Library: 一般社団法人 海外産業人材育成協会 (AOTS). 2004. 一人で学べるひらがなカタカナインドネシア語版. Tokyo: 3A</p> <p>Material: Katakana letters ア ト シ</p> <p>Library: Student Worksheets</p>	5%
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5	<p>1.Understand the history and characters of Kanji letters 2.Read and write Kanji letters 3.Read and write Jukugo Kanji 4.Write Jukugo Kanji according to the correct strokes</p>	<p>1. Understand the history of Kanji letters well 2. Understand Kanji characters well 3.Read the Kanji letters for units 1 and 2 correctly 4.Write the Kanji letters for units 1 and 2 correctly 5.Read Jukugo correctly 6.Write Jukugo correctly</p>	<p>Criteria: Product assessment rubric reports on the history and characteristics of Kanji letters</p> <p>Form of Assessment : Project Results Assessment / Product Assessment</p>	<p>Lecture, Demonstration, Exercise 3 X 50</p>		<p>Material: Kanji Letters Library:新矢麻紀子他. 2002. みんなの日本語初級漢字1 漢字英語版. 東京: 3A</p> <hr/> <p>Material: History of Kanji letters Literature: Hand out</p> <hr/> <p>Material: Kanji Letters Unit 1&2 Library: Student Worksheets</p>	7%
6	<p>1.Understand the history and characters of Kanji letters 2.Read and write Kanji letters 3.Read and write Jukugo Kanji 4.Write Jukugo Kanji according to the correct strokes</p>	<p>1. Understand the history of Kanji letters well 2. Understand Kanji characters well 3.Read Kanji letters units 3 and 4 correctly 4.Write the Kanji letters for units 3 and 4 correctly 5.Read Jukugo correctly 6.Write Jukugo correctly</p>	<p>Criteria: Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly</p> <p>Forms of Assessment : Participatory Activities, Portfolio Assessment, Tests</p>	<p>Lecture, Demonstration, Exercise 3 X 50</p>		<p>Material: Kanji Letters Library:新矢麻紀子他. 2002. みんなの日本語初級漢字1 漢字英語版. 東京: 3A</p> <hr/> <p>Material: History of Kanji letters Literature: Hand out</p> <hr/> <p>Material: Kanji material for units 3&4 Library: Student Worksheets</p>	2%
7	<p>1.Understand the history and characters of Kanji letters 2.Read and write Kanji letters 3.Read and write Jukugo Kanji 4.Write Jukugo Kanji according to the correct strokes</p>	<p>1. Understand the history of Kanji letters well 2. Understand Kanji characters well 3.Read Kanji letters units 5 and 6 correctly 4.Write the Kanji letters units 5 and 6 correctly 5.Read Jukugo correctly 6.Write Jukugo correctly</p>	<p>Criteria: Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly</p> <p>Forms of Assessment : Participatory Activities, Portfolio Assessment, Tests</p>	<p>Lecture, Demonstration, Exercise 3 X 50</p>		<p>Material: Kanji Letters Library:新矢麻紀子他. 2002. みんなの日本語初級漢字1 漢字英語版. 東京: 3A</p> <hr/> <p>Material: History of Kanji letters Literature: Hand out</p> <hr/> <p>Material: Kanji letters units 5&6 Library: Student Worksheets</p>	2%

8	Reading and writing Kanji letters Reading and writing Jukugo Kanji Working on UTS questions	<ol style="list-style-type: none"> Understand Kanji characters well Read Kanji letters units 1 to 6 correctly Write Kanji letters units 1 to 6 correctly Read Jukugo correctly Write Jukugo correctly Do the UTS question items correctly 	<p>Criteria: Students will get a score according to the weight of the question if they answer the question correctly and get a score of 0 if they cannot answer the question correctly</p> <p>Form of Assessment : Test</p>	Doing UTS 3 X 50 questions		<p>Material: Hiragana and Katakana characters Library: 一般社団法人 海外産業人材育成協会 (AOTS). 2004. 一人で学べるひらがなカタカナインドネシア語版. Tokyo: 3A</p> <p>Material: Kanji letters units 1-6 Reader: Shinya, Makiko. 2002. Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</p>	5%
9	<ol style="list-style-type: none"> Read and write Kanji letters Read and write Jukugo Kanji 	<ol style="list-style-type: none"> Understand Kanji characters well Read Kanji letters units 7 and 8 correctly Write the Kanji letters units 7 and 8 correctly Read Jukugo correctly Write Jukugo correctly 	<p>Criteria: 1. Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly 2. assessment of worksheet portfolios through rubrics</p> <p>Form of Assessment : Portfolio Assessment, Test</p>	Lecture, Demonstration, Exercise 3 X 50		<p>Material: Kanji letters units 7&8 Reader: Shinya, Makiko. 2002. Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</p>	2%
10	<ol style="list-style-type: none"> Read and write Kanji letters Read and write Jukugo Kanji 	<ol style="list-style-type: none"> Understand Kanji characters well Read Kanji letters units 9 and 10 correctly Write the Kanji letters units 9 and 10 correctly Read Jukugo correctly Write Jukugo correctly 	<p>Criteria: 1. Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly 2. assessment of worksheet portfolios through rubrics</p> <p>Form of Assessment : Portfolio Assessment, Test</p>	Lecture, Demonstration, Exercise 3 X 50		<p>Material: Kanji letters units 9&10 Reader: Shinya, Makiko. 2002. Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</p> <p>Material: Kanji letters units 9&10 Library: Student Worksheets</p>	2%
11	<ol style="list-style-type: none"> Read and write Kanji letters Read and write Jukugo Kanji 	<ol style="list-style-type: none"> Understand Kanji characters well Read Kanji letters units 11 and 12 correctly Write the Kanji letters units 11 and 12 correctly Read Jukugo correctly Write Jukugo correctly 	<p>Criteria: 1. Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly 2. Assessment of worksheet portfolio sheets using rubrics</p> <p>Form of Assessment : Portfolio Assessment, Test</p>	Lecture Demonstration Practice 3 X 50		<p>Material: Kanji letters unit 11&12 Reader: Shinya, Makiko. 2002. Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</p> <p>Material: Kanji letters units 11&12 Library: Student Worksheets</p>	2%

12	1.Read and write Kanji letters 2.Read and write Jukugo Kanji	1. Understand Kanji characters well 2.Read Kanji letters units 13 and 14 correctly 3.Write the Kanji letters units 13 and 14 correctly 4.Read Jukugo correctly 5.Write Jukugo correctly	Criteria: 1.Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly 2.Worksheet portfolio assessment via rubric Form of Assessment : Portfolio Assessment, Test	Lecture, Demonstration, Exercise 3 X 50		Material: Kanji letters units 13&14 Reader: <i>Shinya, Makiko. 2002.Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</i> Material: Kanji letters units 13&14 Library: <i>Student Worksheets</i>	2%
13	1.Read and write Kanji letters 2.Read and write Jukugo Kanji	1. Understand Kanji characters well 2.Read Kanji letters units 15 and 16 correctly 3.Write the Kanji letters units 15 and 16 correctly 4.Read Jukugo correctly 5.Write Jukugo correctly	Criteria: Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly Form of Assessment : Test	Lecture Demonstration Practice 3 X 50		Material: Kanji letters units 15&16 Reader: <i>Shinya, Makiko. 2002.Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</i> Material: Kanji letters units 15&16 Library: <i>Student Worksheets</i>	2%
14	1.Read and write Kanji letters 2.Read and write Jukugo Kanji	1. Understand Kanji characters well 2.Read Kanji letters units 17 and 18 correctly 3.Write the Kanji letters units 17 and 18 correctly 4.Read Jukugo correctly 5.Write Jukugo correctly	Criteria: 1.Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly 2.Product assessment with a rubric Form of Assessment : Project Results Assessment / Product Assessment	Lecture, Demonstration, Exercise 3 X 50		Material: Kanji letters units 17&18 Reader: <i>Shinya, Makiko. 2002.Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</i>	20%
15	Reading and writing Kanji letters Reading and writing Jukugo Kanji	1. Understand Kanji characters well 2.Read Kanji letters units 19 and 20 correctly 3.Write the Kanji letters units 19 and 20 correctly 4.Read Jukugo correctly 5.Write Jukugo correctly	Criteria: 1.Students will get a score of 4 if they answer the question correctly and a score of 0 if they cannot answer the question correctly 2.Evaluation of the results of video products introducing Kanji letters using a rubric 3.Unit 19&20 worksheet portfolio assessment via rubric Form of Assessment : Project Results Assessment / Product Assessment, Test	Lecture Demonstration Practice 3 X 50		Material: Kanji letters units 19&20 Reader: <i>Shinya, Makiko. 2002.Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</i> Material: Kanji letters units 19&20 Library: <i>Student Worksheets</i>	20%

16	1. Read and write Kanji letters 2. Read and write Jukugo Kanji 3. Doing UAS questions	1. Understand Kanji characters well 2. Read Kanji letters units 7 to 20 correctly 3. Write Kanji letters units 7 to 20 correctly 4. Read Jukugo correctly 5. Write Jukugo correctly 6. Do UAS questions correctly	Criteria: Students will get a score according to the weight of the question items if they answer the question correctly and get a score of 0 if they cannot answer the question correctly Form of Assessment : Test	working on UAS 3 X 50 questions		Material: KAnji letters unit 7-20 Reader: <i>Shinya, Makiko. 2002. Minna no Nihongo Shokyu I - Kanji. Tokyo: 3A</i>	10%
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Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
1.	Participatory Activities	2.01%
2.	Project Results Assessment / Product Assessment	54.5%
3.	Portfolio Assessment	8.01%
4.	Test	35.51%
		100%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.
- Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
- Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.