



# Japanese Headstart Guide



## ABOUT THE COURSE

The Japanese Headstart Program can help make your stay in Japan rewarding by providing essential language skills and cultural information. Unlike traditional "textbook Japanese," this course focuses on the kind of practical, everyday Japanese you will need to go shopping, ask directions, or ride the subway.

The program is designed to be challenging and stimulating, and it can be fun. The suggestions in this guide can help you get the most from the program.

Headstart is a self-instructional course. According to directions on tape and in your text, you will repeat words and phrases given by native speakers of Japanese, ask and answer questions in Japanese, and practice using the Japanese phrases you are learning.

You are urged to study the course materials at your own pace. There should be no time limits except those you set for finishing each of the modules and the whole course.

Eight of the printed language-instruction modules in this course are accompanied by recorded material on cassettes. The recorded and printed language material must be used together for best results. In addition, the course contains two modules without recorded material: notes on Japanese culture and an optional reading-writing module dealing with signs and menus.

The subjects covered in each module of the course are as follows:

- Module 1: Cultural Background
- Module 2: Greetings and Introductions
- Module 3: Directions
- Module 4: Eating Out
- Module 5: Shopping and Repairs
- Module 6: Subways and Trains

- Module 7: Taxis
- Module 8: Prices
- Module 9: Time
- Module 10: Signs and Menus (optional)

Although the modules are numbered, you are encouraged to study the first seven in any order you choose. Modules 8 and 9 should not be attempted before you have mastered Modules 1 through 7.

Like the other modules, Module 10 (Signs and Menus) is designed to give you practical skills that will be useful in daily situations. The module is optional because it deals with written Japanese and the Headstart Program is primarily concerned with spoken Japanese. Most students of Japanese find the written language fascinating; we hope you will, too. In any event, the cue cards contained in the module can be carried with you wherever you go and will help you get around in Japan. You can use the cards to identify the names, written in characters, of train and subway stations, signs seen when shopping, restaurant signs, and items on Japanese menus.

Each of the eight basic language modules of the Japanese Headstart Program is divided into nine parts:

1. OBJECTIVES, a statement of what you can expect to learn from the module (printed material only);
2. VOCABULARY, a listing of Japanese words introduced in the module (printed and recorded material);
3. NOTES, a detailed preview of the subject (printed material only);
4. DRILLS, in which you will use Japanese expressions (printed and recorded material);
5. DIALOGUES, to which you first listen and in which you then play the role of an American conversing in Japanese (printed and recorded material);
6. SELF-EVALUATION QUIZ, by which you check your progress (printed and recorded material);
7. REVIEW AND REMEDIATION, a listing of specific material to be restudied to correct deficiencies (printed material only);

8. SUPPLEMENTARY SELF-EVALUATION QUIZ, to retest, if necessary, your understanding of material in the module (printed and recorded material);
9. ADDITIONAL VOCABULARY, a list of words which can be helpful in the situations covered (printed and recorded material).

In addition to the 10 modules, the Headstart Program includes a Glossary of all the words and phrases that are introduced in the course, arranged alphabetically in both Japanese-English and English-Japanese. The Glossary should help refresh your memory whenever you forget a word or phrase you learned earlier and is a handy tool to use whenever you wish to review.

Use your Japanese Headstart Program materials in the way you think is best for you. Here are some suggested ways to achieve best results:

1. Modules 1 through 7 are designed to be studied in any sequence you wish. Study the module that looks interesting to you. If you are going downtown for Japanese food this weekend, take Eating Out first--or Subways and Trains-- or Signs and Menus. It's up to you!
2. If you already know some Japanese and think you can meet the objectives of a particular module, turn immediately to the Self-evaluation Quiz. If you complete the Quiz with at least 80 percent accuracy, you may not need to study the module.
3. Don't try to do too much in one study session. When you start to feel that you've had enough, take a coffee break or stop and review for awhile. Learning Japanese should be fun, not work.
4. If you are listening to recorded material and have trouble understanding a passage, don't hesitate to stop the tape. You may go back and listen to the passage as many times as you like. As a general rule, it's not a good idea to get in the habit of stopping the tape just to give yourself more time to think before responding, but it may be necessary once in awhile.

5. When you are working with the recorded vocabulary in part 2 of each module, follow the instructions as given on the tape. First, listen carefully to the Japanese word(s) and the English equivalent. Second, listen again and repeat each item after it is pronounced in Japanese. Try hard to pronounce as the speaker does on the tape. Third, stop the tape and study the vocabulary thoroughly. Finally, listen again to the Japanese and identify the English meanings.
6. If you have access to an instructor or native speaker of Japanese, take advantage of the opportunity to simulate situations by role playing. This will give you confidence in your ability to communicate and help you to correct any mistakes you may be making.
7. The "proof of the pudding" is the real situation. Once you have completed a module, try out your Japanese as soon as you can in a real-life situation. It will be rewarding when you realize that what you learned really works.

## ABOUT THE LANGUAGE

No attempt is made in the Headstart Program to analyze the grammar of the Japanese language. However, you should be aware of some of the important differences between Japanese and English:

1. The Japanese language has no words for "a," "an," and "the." For example, "a building" and "the building" are the same in Japanese.
2. Often no distinction is possible in Japanese between singular and plural. For example, "buildings" and "buildingss" are the same in Japanese.
3. The Japanese equivalents of "I," "me," "you," and other pronouns are often left out of Japanese sentences. One must listen carefully to the sentence in context to understand what is being discussed.
4. Sometimes the Japanese subject of a sentence is understood but not expressed. When the subject of a sentence is expressed, it is almost always the first word in the sentence. The verb is almost always the last word in a sentence.
5. In Japanese there is no difference in word order between a statement and a question. When the Japanese want to ask a question, they add the word *ka* at the end of a statement.

The word *ka* is one of several small words in Japanese (others include *wa*, *ga*, *o*, *te*, *de*, *no*, and *ni*) called "sentence particles." They are used in Japanese sentences to indicate the functions of particular words within sentences. For example, both *wa* and *ga* indicate that the preceding word is the subject of a sentence. *O* indicates that the preceding word is a direct object. To learn conversational Japanese, it is not necessary to study these particles because sometimes they are omitted in everyday conversation. For this reason, some sentences introduced in the Japanese Headstart Program are given with particles left out.

6. The words *are*, *kore*, and *sore* are pronouns for things:

*are* refers to things at a distance from both the speaker and the listener;

*kore* refers to things near the speaker, meaning "this one" or "this thing";

*sore* refers to things near the listener, meaning "that one" or "that thing."



## GUIDE TO THE TAPES

### MODULE 2, GREETINGS AND INTRODUCTIONS

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 15)
- Side 2: Part 4: Fluency Drills (16 - 18)
- Part 5: Dialogues
- Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary

### MODULE 3, DIRECTIONS

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 4)
- Side 2: Part 4: Fluency Drills (5 - 17)
- Part 5: Dialogues (1 - 16)
- Side 3: Part 5: Dialogues (17 - 25)
- Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary

### MODULE 4, EATING OUT

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 7)
- Side 2: Part 4: Fluency Drills (8 - 18)
- Part 5: Dialogues (1 - 7)
- Side 3: Part 5: Dialogues (8 - 10)
- Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary

### MODULE 5, SHOPPING AND REPAIRS

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 3)
- Side 2: Part 4: Fluency Drills (4 - 25)
- Part 5: Dialogues (1 - 7)
- Side 3: Part 5: Dialogues (8 - 20)
- Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary



## MODULE 6, SUBWAYS AND TRAINS

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 5)
- Side 2: Part 4: Fluency Drills (6 - 32)
- Side 3: Part 4: Fluency Drills (33 - 45)
- Part 5: Dialogues (1 - 3)
- Side 4: Part 5: Dialogues (4 - 6)
- Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary

## MODULE 7, TAXIS

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 4)
- Side 2: Part 4: Fluency Drills (5 - 10)
- Part 5: Dialogues
- Part 6: Self-evaluation Quiz
- Side 3: Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary

## MODULE 8, PRICES

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 4)
- Side 2: Part 4: Fluency Drills (5 - 16)
- Side 3: Part 4: Fluency Drills (17 - 23)
- Part 5: Dialogues
- Side 4: Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary

## MODULE 9, TIME

- Side 1: Part 2: Vocabulary
- Part 4: Fluency Drills (1 - 2)
- Side 2: Part 4: Fluency Drills (3 - 12)
- Side 3: Part 4: Fluency Drills (13 - 28)
- Part 5: Dialogues (1 - 10)
- Side 4: Part 5: Dialogues (11 - 20)
- Part 6: Self-evaluation Quiz
- Part 8: Supplementary Self-evaluation Quiz
- Part 9: Additional Vocabulary