

**PERANCANGAN MENGAJAR BAGI SEMUA KURSUS MOOC YANG DICADANGKAN  
PADA SEMESTER I SESI 2018/ 2019**

**A) MOOC MANDARIN (BLHL1212M)**

 <p align="center"><b>Perancangan Mengajar</b> PUSAT BAHASA DAN PEMBANGUNAN INSAN UNIVERSITI TEKNIKAL MALAYSIA MELAKA</p>		
<b>MANDARIN</b>		
Mandarin BLHL1212M	<b>SEMESTER I</b>	<b>SESI 2018/2019</b>

**3.0 COURSE LEARNING OUTCOME**

- I. Demonstrate the ability to converse in Mandarin with correct and accurate pronunciation(HPP5).
- II. Identify basic vocabulary and sentence pattern (HPP5).
- III. Interpret the information in the simple text and construct sentences with correct grammar (HPP5).

**2.0 SYNOPSIS**

This subject is designed for students who do not have prior knowledge in Mandarin. It provides students with the foundation of knowledge to enable them to understand and respond in the oral and written forms. This subject encompasses the listening, speaking, reading and writing components. This subject aims to help students to obtain enough exposure of the Mandarin phonetics (Han Yu Pin Yin). The basic grammar introduced is related to the language used daily by the Chinese. Particular care is also taken to ensure the development of verbal communication and written skills in Mandarin.

**3.0 PRE-REQUISITE**

None

**3.0 MAIN TEXTBOOK**

Cheong, K.M. (2015). *Mari Belajar Mandarin*. Melaka: Penerbit Universiti Teknikal Malaysia Melaka.

**3.0 REFERENCES**

Ang, L. H. & Ooi, B. L. (2012). *Basic Chinese for Everyone*. Selangor: Pelanduk Publications.

Wu, J. & Bai, L. (2011). *Chinese Grammar Step by Step*. Singapore: Cengage Learning Asia Pte. Ltd.

Mattews, A. & Mattews, L. (2006). *The First 100 Chinese Characters*. Hong Kong: Tuttle Publishing.

Soh, W. N., Chia, T. H., Liau, L. S. & Mok, S. S. (2009). *Conversational Mandarin Chinese for non-native speakers*. Selangor: Xueer Publisher.

## 6.0 LEARNING ACTIVITIES AND STUDENT LEARNING TIME (SLT)

LEARNING ACTIVITIES	STUDENT LEARNING TIME											
	GUIDED LEARNING TIME						INDEPENDENT LEARNING TIME					
	OFFICIAL CONTACT HOURS	FREQ	TOTAL	GUIDED LEARNING HOURS	FREQ	TOTAL	SELF STUDY HOURS	FREQ	TOTAL	ASSESSMENT TIME	FREQ	TOTAL
Online Lecture				1	4	4	2	14	28	-	-	-
Dialogue Video				0.33	10	3.3						
Slide							1.5	14	21			
Test				1	1	1	3	1	3	1	1	1
Quiz							0.3	14	4.2			
Forum				0.15	9	1.35	0.18	9	1.62			
Writing Assignment				0.33	1	0.33	1	1	1			
Mini Project – Presentation				-	-	-	2.5	1	2.5	-	-	-
Listening Assessment				-	-	-	0.33	10	3.3	-	-	-
MOOC Competency Test							8	1	8	2	1	2
<b>TOTAL</b>				19.98			64.62			1		
<b>GRAND TOTAL</b>	<b>85.6</b>											
<b>TOTAL CREDIT</b>	<b>2.14</b>											

**7.0 MOOC ASSESSMENT MARKS (A)**

MOOC Assessment for this MOOC course includes 40% MOOC Quizzes & Activities, 20% Assignment, 20% Presentation, and 20% Mid Term Test.

	Hasil Pembelajaran Kursus (HPK)	DHP KKM	Element	Delivery method	component/ assessment method				
					MOOC Quizzes & Activities	Assignment	Presentation	Test	Total
1	Demonstrate the ability to converse in Mandarin with correct and accurate pronunciation	HPP5: communication	Affective	Collaborative learning (report writing and presentation)			20	10	<b>30</b>
2	Identify basic vocabulary and sentence pattern	HPP5: communication	Affective	Interactive lecture, e-learning and writing assignment		20		10	<b>30</b>
3	Interpret the information in the simple text and construct sentences with correct grammar	HPP5: communication	cognitive	Interactive lecture, e-learning and Collaborative learning	40				<b>40</b>
<b>Total (%)</b>					<b>40</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>100%</b>

**8.0 MOOC COMPETENCY TEST (B)**

MOOC Competency Test is a face-to-face assessment that students need to attend after obtaining MOOC Completion Certificate.

**9.0 FINAL MARK CALCULATION FOR CREDIT TRANSFER**

% MOOC ASSESSMENT MARKS	MOOC COMPETENCY TEST	FINAL MARKS
A X 60 % = C	B X 40 % = D	C+D

## 10.0 Weekly Plan

Week	Session	Contents	Remarks
1	Lecture 1	<b>Introduction to the course contents and assessment</b> <b>Introduction to Mandarin MOOC</b>	
2	Lecture 2	<b>Chinese phonetics part 1</b> <ul style="list-style-type: none"> <li>• Introduction of Chinese phonetics, Syllables, Initials, Finals, Tones</li> <li>• Neutral tone</li> <li>• Exercise</li> </ul>	
3	Lecture 3	<b>Chinese phonetics part 2</b> <ul style="list-style-type: none"> <li>• Categories of Chinese syllable</li> <li>• Tonal Modification for third tone syllable</li> <li>• Theory of changes of tone (<i>yī</i> and <i>bù</i>)</li> <li>• Exercise</li> </ul>	
4	Lecture 4	<b>Chinese character part 1</b> <ul style="list-style-type: none"> <li>• Short history of Chinese characters</li> <li>• Four kinds of the formation of Chinese characters</li> <li>• Exercise</li> </ul>	
5	Lecture 5	<b>Chinese character part 2</b> <ul style="list-style-type: none"> <li>• Basic stroke of Chinese characters</li> <li>• Basic rules of stroke order</li> <li>• Stroke count</li> <li>• Exercise</li> </ul>	Test (20%)
6		<b>MID-SEMESTER BREAK</b>	
7	Lecture 6	<b>Dialogue 1: What is your name?</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• Personal pronouns and possessive pronouns</li> <li>• Exercise</li> </ul>	
8	Lecture 7	<b>Dialogue 2: Greeting</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• Forms of address of basic family members</li> <li>• Exercise</li> </ul>	
9	Lecture 8	<b>Dialogue 3: Etiquette expressions</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> </ul>	

		<ul style="list-style-type: none"> <li>• Greeting according to time</li> <li>• Exercise</li> </ul>	
10	Lecture 9	<b>Dialogue 4: My family</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• General question with what, where and how many</li> <li>• The name of the state in Malaysia</li> <li>• Exercise</li> </ul>	
11	Lecture 10	<b>Dialogue 5: My university</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• <i>Shì</i> sentences</li> <li>• Questions with <i>ma</i></li> <li>• Exercise</li> </ul>	
12	Lecture 11	<b>Dialogue 6: Numerals</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• Number zero to ten thousand</li> <li>• Telling telephone number and age</li> <li>• Telling price</li> <li>• Exercise</li> </ul>	Submission of presentation (video)20%  Assignment (20%)
13	Lecture 12	<b>Dialogue 7: Dates and festivals</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• Expressing day, week, month, year</li> <li>• Telling your birthday</li> <li>• Telling festival date</li> <li>• Exercise</li> </ul>	
14	Lecture 13	<b>Dialogue 8: Invitation</b> <ul style="list-style-type: none"> <li>• Basic conversational topics</li> <li>• Vocabulary</li> <li>• Basic sentence structure</li> <li>• Proper way to accept or reject an invitation</li> <li>• Telling time and places</li> <li>• Exercise</li> </ul>	
15	Lecture 14	<b>Revision</b>	
16		<b>STUDY LEAVE</b>	
17 & 18		<b>MOOC COMPETENCY EXAM</b>	

PENGESAHAN PERANCANGAN MENGAJAR	
Disediakan oleh:	Disahkan oleh:
.....	.....
Nama : Cheong Kar Mee	Dekan/ TimbalanDekan (Akademik)/ Ketua Jabatan
Jawatan : Guru bahasa	Cop :
Cop :	
Tarikh :	Tarikh : _____

PEMANTAUAN PELAKSANAAN PERANCANGAN MENGAJAR (CUTI PERTENGAHAN SEMESTER)	
Ulasan/Komen :	
Disemak oleh:	

.....  
 Dekan/Timbalan Dekan (Akademik)/ Ketua Jabatan  
 Cop :

Tarikh: \_\_\_\_\_

PEMANTAUAN PELAKSANAAN PERANCANGAN MENGAJAR (MINGGU KE-16 SEMESTER)	
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Ulasan/Komen :

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Disemak oleh ;

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Dekan/TimbalanDekan (Akademik)/ Ketua Jabatan

Cop :

Tarikh: \_\_\_\_\_

LEARNING OUTCOMES VS BLOOM TAXANOMY

CODE	COURSE	TAXONOMY																	
		COGNITIVE						PSYCHOMOTOR						AFFECTIVE					
		Knowledge (1)	Comprehensive (2)	Application (3)	Analysis (4)	Synthesis (5)	Evaluation (6)	Perception (1)	Set (2)	Guided response (3)	Mechanism (4)	Complex overt Response (5)	Adaptation (6)	Origination (7)	Receiving Phenomena (1)	Responding to phenomena (2)	Valuing (3)	Organizing Value (4)	Internalizing Value (5)
Learning Outcomes	Demonstrate the ability to converse in Mandarin with correct and accurate pronunciation.			/															
	Identify basic vocabulary and sentence pattern	/																	
	Interpret the information in the simple text and construct sentences with correct grammar		/																

**LAMPIRAN D  
PANDUAN PENYEDIAAN *STUDENT LEARNING TIME* (SLT), KURSUS MOOC BOLEH  
PINDAH KREDIT DAN CONTOH STRATEGI E-PEMBELAJARAN YANG  
DILAKSANAKAN DALAM PERANCANGAN MENGAJAR KURSUS MOOC MANDARIN  
(BLHL1212M)**

Panduan Penyediaan Student Learning Time (SLT) untuk Kursus MOOC Boleh Pindah Kredit

	Minimum	Maksimum
Tempoh kursus	5 minggu	14 minggu
CLO	2 CLO	7 CLO
Pengajaran F2F	15 jam (3 jam x 5 minggu)	42 jam (3 jam x 14 minggu)
Nominal SLT (1 kredit untuk 14 minggu = 40 jam SLT. 40 jam SLT bahagi 14 minggu = 2.86 SLT/jam F2F)	43 SLT (15 jam x 2.86 SLT)1	20 SLT (42 jam x 2.86 SLT)
Tempoh video asli (berasaskan 1 jam F2F = 10 minit video asli)	150 minit (2.5 jam) (15 jam x 10 min. video)	420 minit (7 jam) (42 jam x 10 min. video)
SLT tambahan yang diperlukan (daripada aktiviti pembelajaran lain) untuk pemindahan kredit	43 SLT - 2.5 jam = 40.5 jam SLT	120 SLT - 7 jam = 113 jam SLT
Pemindahan kredit yang diberi	1 jam kredit	3 jam kredit

Contoh Jadual Student Learning Time Bagi Kursus MOOC Mandarin (BLHL 1212M)

LEARNING ACTIVITIES	STUDENT LEARNING TIME											
	GUIDED LEARNING TIME						INDEPENDENT LEARNING TIME					
	OFFICIAL CONTACT HOURS	FREQ	TOTAL	GUIDED LEARNING HOURS	FREQ	TOTAL	SELF STUDY HOURS	FREQ	TOTAL	ASSESSMENT TIME	FREQ	TOTAL
Online Lecture				1	12	12	2	12	24	-	-	-
Dialogue Video				0.33	10	3.3						
Slide							1.58	12	19			
Test				1	1	1	3	1	3	1	1	1
Quiz							0.35	12	4.2			
Forum				0.15	9	1.35	0.18	9	1.6			
Writing Assignment				0.33	1	0.33	1	1	1			
Mini Project – Presentation				-	-	-	2.5	1	2.5	-	-	-
Listening Assessment				-	-	-	0.33	10	3.3	-	-	-
MOOC Competency Test							8	1	8	2	1	2
<b>TOTAL</b>				17.98			66.6			3		
<b>GRAND TOTAL</b>	<b>87.58</b>											

<b>TOTAL CREDIT</b>	<b>2.19</b>
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Contoh strategi e-Pembelajaran yang diimplemen dalam perancangan mengajar MOOC Mandarin (BLHL 1212M) yang digunakan untuk menganggar Student Learning Time.

	e-Kandungan				e-Aktiviti						
	Video Syarahan	Tempoh Video (Minit)	Slide	Video Dialog	Kuiz	Bil. Soalan	Ujian	Bilangan Soalan	Mini Projek	Forum	Ujian Penderangan
Lesson 1	1	9.4	1		3	15				1	
Lesson 2	2	8.06	2		3	15				2	
Lesson 3	3	8	3		1	20				3	
Lesson 4	4	3.54	4		1	20				4	
Lesson 5	5	0.53	5	1			1	40		5	1
Lesson 6	6	6.49	6	2	3	15				6	2
Lesson 7	7	10.07	7	3	3	18				7	3
Lesson 8	8	9.09	8	4	3	18				8	4
Lesson 9	9	6.58	9	5	3	15				9	5
Lesson 10	10	9.22	10	6	3	15				10	6
Lesson 11	11	8.02	11	7	3	18					7
Lesson 12	12	12.55	12	8	3	18					8
Lesson 13	13	9.12	13	9	3	15					9
Lesson 14	14	7.45	14	10					1		10
<b>Purata Tempoh</b>		<b>7.72 minit per video</b>	<b>8 minit per slide</b>	<b>(10 + 10) minit per video</b>		<b>(8 + 10) minit per quiz</b>	<b>(120+ 120) minit per ujian</b>		<b>(30 + 120) minit per projek</b>	<b>(10 + 10) minit per forum</b>	<b>(10 + 10) minit per ujian</b>

