

2019
**Guide to
General Tutorial English**
 $\alpha \cdot \beta$
< Quarter Course >

Global Education Center

< QUARTER COURSE >

GLOBAL EDUCATION CENTER, WASEDA UNIVERSITY
Waseda University Academic Solutions Corporation (WAS)

E-mail from MyWaseda.

Important information about "Tutorial English" will be sent to your "~@ xxx.waseda.jp" e-mail.
Please check your Waseda mail occasionally.

Computer system requirements

Information about the course, such as the course orientation, and taking the WeTEC test will be available on the Tutorial English website during the course period.
Please check your PC system requirements for accessing the Tutorial English website.

Note

- The WeTEC test may not function properly if the browser is not supported.
- Even if the browser is supported, the WeTEC test might not function properly due to the combination of the operating system (OS), browser, and antivirus software used.
- If your browser does not meet the system requirements below, use a different browser or use a computer room at Waseda University.
- Tutorial Site is accessible from Japan only.



Internet Explorer



Microsoft Edge

※The system requirements below are as of March 1st, 2019.

※Please check the latest system requirements on the WeTEC site.



Tutori Sempai
Tutorial English's Official Mascot

OS	Browser	Tutorial English website	WeTEC test	Review Unit Test
Windows	Internet Explorer 11	○	○	○
	Microsoft Edge 20 or above	×	○	×
	Google Chrome	×	○	×
	Firefox/Opera	×	×	×
Macintosh: OS X or above	Safari 7.0 ~ 12.0	×	○	×
	Google Chrome	×	○	×

< Maintenance times > Please avoid the maintenance times below:

Tutorial English website: 4:00 ~ 4:30 a.m. / Review Unit Test: 2:00 ~ 6:00 a.m.

Confirm the course schedule

<Schedule>

Quarter	Date	Event
Spring (α)	Refer to P.22	The WeTEC test period (Pre-course)
	4/5 – 4/13	Tuition payment period
	4/17 late afternoon	Class Announcement
	4/22 – 6/1	Lessons
	5/30 – 6/7	Review Unit Test Period
		The WeTEC test period (Post-course)
		The Students' Questionnaire reply period
6/7	Deadline for inquiries about lesson assessment Deadline for submitting documents for Special Consideration	

Quarter	Date	Event
Summer (β)	Refer to P.22	The WeTEC test period (Pre-course)
	4/5 – 4/13	Tuition payment period (First registration period)
	4/18 – 4/23	Tuition payment period (Second, Third registration periods)
	5/28 late afternoon	Class Announcement
	6/10 – 7/13	Lessons
	7/11 – 7/19	Review Unit Test Period
		The WeTEC test period (Post-course)
The Students' Questionnaire reply period		
7/19	Deadline for inquiries about lesson assessment Deadline for submitting documents for Special Consideration	

Quarter	Date	Event
Fall (α)	Refer to P.22	The WeTEC test period (Pre-course)
	9/27 – 10/4	Tuition payment period
	10/7 late afternoon	Class Announcement
	10/14 – 11/27	Lessons
	11/25 – 12/3	Review Unit Test Period
		The WeTEC test period (Post-course)
		The Students' Questionnaire reply period
12/3	Deadline for inquiries about lesson assessment Deadline for submitting documents for Special Consideration	

Quarter	Date	Event
Winter (β)	Refer to P.22	The WeTEC test period (Pre-course)
	9/27 – 10/4	Tuition payment period (First registration period)
	10/9 – 10/15	Tuition payment period (Second, Third registration periods)
	11/19 late afternoon	Class Announcement
	12/2 – 1/22	Lessons
	2020/1/20 – 1/28	Review Unit Test Period
		The WeTEC test period (Post-course)
The Students' Questionnaire reply period		
2020/1/28	Deadline for inquiries about lesson assessment Deadline for submitting documents for Special Consideration	

Obtaining credit in Tutorial English

The final grade of General Tutorial English is determined by the total number of points that are awarded based on the lesson assessment guidelines. Students cannot receive credits only for attending the required number of lessons. They also need to achieve the required number of points.

Please do not forget to complete the following tasks and tests:

◎ **Lesson Review Tasks**

◎ **Review Unit Test**

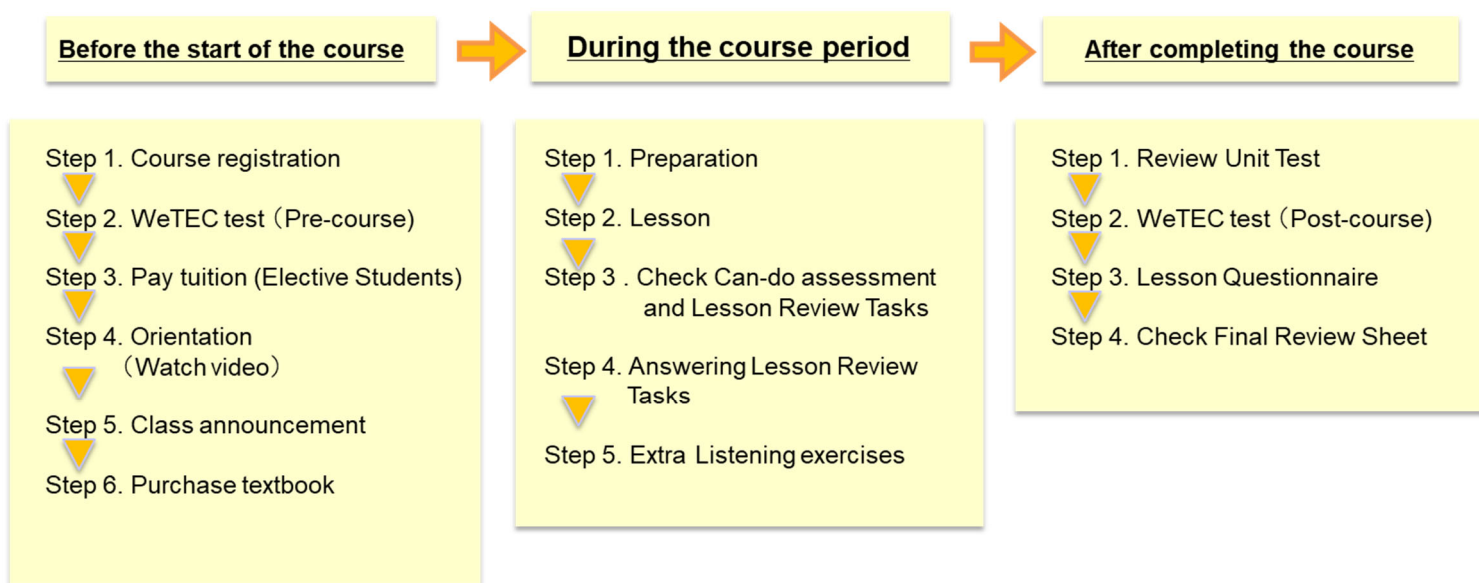
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1. General Tutorial English course profile

- The quarter course has a total of 10 units, consisting of 2 lessons a week. Each class has a maximum of 4 students and one tutor. The course uses textbooks developed by WAS, and lessons are conducted in English only.
- Students are placed into levels based on their performance on the Web-based Test for English Communication (WeTEC).
- After each lesson, the tutor will assess each student based on his/her performance of 2 Can-dos.
- Students are required to reply to the Lesson Review Tasks, which will be posted to the Tutorial English website after each lesson.
- After completing the course, students are required to take the WeTEC test again to measure their progress.

1.1 Flow chart



1.2 Guide for the Tutorial English website

In General Tutorial English, students are required to use the Tutorial English website. Students should read the information carefully to understand how and when to use the Tutorial English website.

◆How to Log in

- ① After accessing MyWaseda, click the 'Classes' tab and open the 'Class Related' menu. If you click on 'Tutorial Site', you will automatically log into the site.
- ② Select the course from '受講プログラム' on the 'My Page Top' screen.

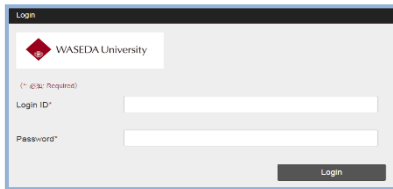


Figure 1. 'MyWaseda' login screen

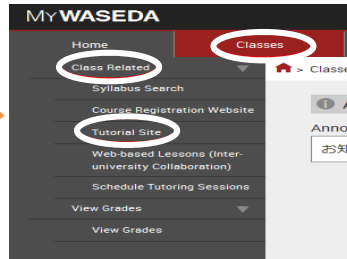


Figure 2. 'MyWaseda' top page



Figure 3. 'My Page Top' screen.

◆Main functions on the Tutorial English website

	Functions		Descriptions
Menu Bar (on the left)	News	お知らせ (News)	Information related to the course can be viewed.
	個人情報 (Personal Information)	個人情報の確認 (Information Check)	Student's personal information can be viewed.
	学習履歴 (Study History)	レッスン履歴 (Lesson History)	A record of courses, including Can-Do assessment and supplementary listening materials, can be viewed.
		試験履歴 (Test History)	A record of WeTEC scores can be viewed.
	サポート (Support)	ご意見ご要望 (Comments)	Inquiries and comments regarding Tutorial English can be posted.

◆My Page Top Screen

A day of the week and the time limit	Place	Tutor
Tue-1	早稲田(W) 120-4号館401教室05ブース	Fraser, Ross
Fri-4	早稲田(W) 120-4号館401教室03ブース	Brunt-Martel, Philippe

Program				Course level	
General Tutorial English - Fall 2016(W)				General Tutorial English (上級) 4B(早稲田)	
Unit No	Date	Time	Tutor name	Attendance	
1	2016-10-11	09:00 - 10:30	Fraser, Ross	○	[Icons: WeTEC, Assessment Guidelines, Lesson Questionnaire]
2	2016-10-14	14:45 - 16:15	Brunt-Martel, Philippe	○	[Icons: WeTEC, Assessment Guidelines, Lesson Questionnaire]
3	2016-10-18	09:00 - 10:30	Fraser, Ross	○	[Icons: WeTEC, Assessment Guidelines, Lesson Questionnaire]
4	2016-10-21	14:45 - 16:15	Brunt-Martel, Philippe	○	[Icons: WeTEC, Assessment Guidelines, Lesson Questionnaire]
5	2016-10-25	09:00 - 10:30	Fraser, Ross	○	[Icons: WeTEC, Assessment Guidelines, Lesson Questionnaire]

<Pre-course Info>

Information on registration procedures and the orientation video, is available.

<Lesson>

Can-do assessments and tutors' Comments can be viewed.
Students submit the Lesson Review Task, take the WeTEC (Post-course) and the Review Unit Test.

<Review>

Final Review Sheets can be viewed depending on students' attendance.

< The main icons on this page >



WeTEC



Assessment Guidelines



Tutor's Comment
Lesson Review Task



Listening Exercise



Lesson Questionnaire



Review Unit Test

2. What to do before the start of the course

Because students need to be divided into class groups before the lessons start, Tutorial English starts later than other courses offered by the Global Education Center.

Step 1. Course registration



Register for the course during the course registration period of your department. We recommend you take both α and β courses, although you can take either one.

Classes are offered in the following time slots:

Campus	Date (Period)
Waseda	Mon · Tue · Wed · Thu · Fri (periods 1 ~ 5), Sat (periods 1 ~ 4)
Nishiwaseda	Tue · Wed · Thu · Fri (periods 1 ~ 4)
Tokorozawa	Mon · Wed · Thu · Fri (periods 1 ~ 5)

Step 2. Taking the WeTEC test (Pre-course) (60 min.)



Students' WeTEC scores will be used for class placement. Students should access the WeTEC site and take the test during the specified period. Students may not be able to study at the appropriate level if they do not take the test.

Compulsory students

Follow the instructions sent by Waseda e-mail.

*Please see the '5.1 Guidelines for WeTEC test' for the details.

Elective students

*Elective students are required to take the WeTEC test from the class registration screen during the course registration period.

*Take the WeTEC test during the same class registration period in which you registered. For example, if you register for the course during the 1st registration period, you need to take the test during the 1st registration period.

Step 3. Paying tuition

Elective students need to pay tuition in order to take the course. They should follow the instructions that will be sent to their Waseda e-mail accounts during the payment period.

Step 4. Orientation



◆ Tutorial English website: Click the 'Check' icon of 'オリエンテーション' (Orientation) on the 'Pre-course Info' page.

Before the course starts, students should access the website and check the orientation information in 'Pre-course Information'. On the website, students can watch the course guide video. There are also other reference materials and important information for the course, such as 'Guide to the Tutorial English website'. Students should access the website and make sure everything is clear before attending their first lesson.

Step 5. Checking class announcement information



◆ Tutorial English website: click the 'Check' icon of 'グループ編成結果' (Class Announcement) on the 'Pre-course Info' page.

Students will be placed into lesson groups based on their levels. Information such as when and where their lessons will take place, and who their tutors are, will be announced on the Tutorial English website. Students should access the website and confirm the information before their first lesson.

◆ Class announcements will be announced on the following dates:

Quarter	Spring (α)	Summer (β)	Fall (α)	Winter (β)
Date	4/17 (Wed) Late afternoon	5/28 (Tue) Late afternoon	10/7 (Mon) Late afternoon	11/19 (Tue) Late afternoon

Step 6. Purchasing your textbooks

Students will practice communication skills using the Reach Out textbooks. Each level has its own textbook, so students should make sure they buy the textbook for their class level. For information on where to buy the textbooks, students should refer to the information below.

◆ List of textbooks

α (Spring/Fall quarters)

Course	Textbook	Price
General Tutorial English Beginners α	Reach Out Beginners α (Second Edition)	1,000 yen + Tax
General Tutorial English Basic α	Reach Out Basic α (Second Edition)	
General Tutorial English Pre-Intermediate α	Reach Out Pre-Intermediate α (Second Edition)	
General Tutorial English Intermediate α	Reach Out Intermediate α (Second Edition)	
General Tutorial English Pre-Advanced α	Reach Out Pre-Advanced α (Second Edition)	
General Tutorial English Advanced α	Reach Out Advanced α (Second Edition)	
General Tutorial English Advanced Plus α	Reach Out Advanced Plus α (Second Edition)	

β (Summer/Winter quarters)

Course	Textbook	Price
General Tutorial English Beginners β	Reach Out Beginners β (Second Edition)	1,000 yen + Tax
General Tutorial English Basic β	Reach Out Basic β (Second Edition)	
General Tutorial English Pre-Intermediate β	Reach Out Pre-Intermediate β (Second Edition)	
General Tutorial English Intermediate β	Reach Out Intermediate β (Second Edition)	
General Tutorial English Pre-Advanced β	Reach Out Pre-Advanced β (Second Edition)	
General Tutorial English Advanced β	Reach Out Advanced β (Second Edition)	
General Tutorial English Advanced Plus β	Reach Out Advanced Plus β (Second Edition)	

◆ Where to buy textbooks

Campus	Waseda	Toyama	Nishiwaseda	Tokorozawa
Location	Building 17, B1F	Building 31, 1F	Building 57, B1	Building 100, 4F

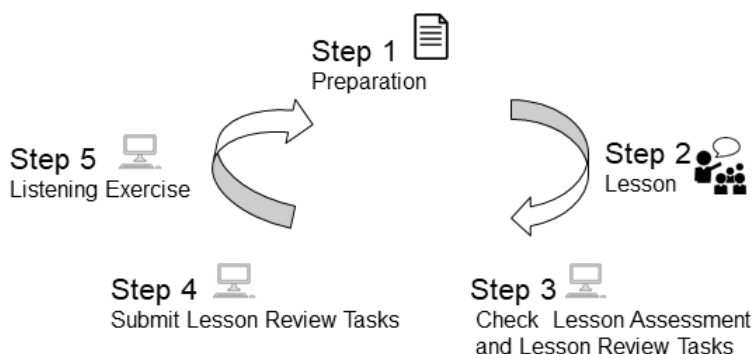
◆ In case you forget to bring your textbook

If students forget to bring the textbook, they need to go to one of the locations in the table on the right. In Waseda Campus and Tokorozawa Campus, students can buy a photocopy. Only e-money (e.g. Pismo) is accepted.

Campus	Office
Waseda	Student Support Office (Building 29, Room 102)
Nishiwaseda	Academic and Students Affairs Section (Building 51, 1F)
Tokorozawa	Senior Tutors' Room (Building 101, Room 214)

3. What to do during the course period

There are 10 lessons and each lesson is 90 minutes long. Students will have two lessons a week which are taught by different tutors.



Step 1. Preparation

It is important for students to do the Preparation before every lesson. To make the most of the lesson and to participate actively in class, students are also encouraged to go through the whole unit and look up any words or grammar that they are not sure about. If students still have questions or problems, they can ask their tutor in the lesson.

Step 2. Lesson

Lessons are conducted in English only. Students will use their textbooks to practice the Unit Language through activities such as role-plays and discussions done in pairs and groups. Students should follow their tutor's instructions and actively participate in class. After practicing the Unit Language, the tutor will assess how well the students could perform the Can-dos and will give them points accordingly. The total of these points will form a large part of the students' final grades. The points for each unit can be checked on the Tutorial English website. At the end of the lesson, the tutor will summarize the lesson and point out what the students should do to prepare for the next lesson.

Step 3. Checking assessment points and Lesson Review Tasks

◆ Tutorial English website: click the 'Tutor's Comment, Lesson Review Task' icon.

After each lesson, students will need to access the Tutorial English website. Students can check their assessment points and read their tutors' Comments, which are posted on the Tutorial English website no later than 2 days after the lesson. Tutors will write a brief Comment to the class, including a summary of the lesson and advice on how to improve. Please read your tutors' Comments on the 'コメント参照' (Comment Reference) page.

◆ The deadlines for inquiries about tutors' assessments are:

Quarter	Spring (α)	Summer (β)	Fall (α)	Winter (β)
Date	2019/6/7 (Fri)	2019/7/19 (Fri)	2019/12/3 (Tue)	2020/1/28 (Tue)

Step 4. Answering Lesson Review Tasks

◆ Tutorial English website: click the 'Tutor's Comment, Lesson Review Task' icon.

At the end of the Comment, the tutor will include the Lesson Review Task (LRT) questions. Students should answer them by the deadline through the Tutorial English website.



The timeline below explains the timing for when each task should be done. It is important for students to complete their tasks before the deadlines.

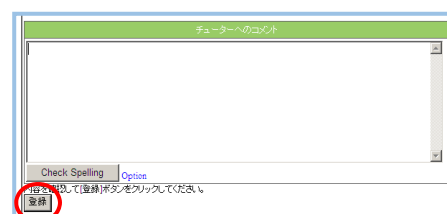
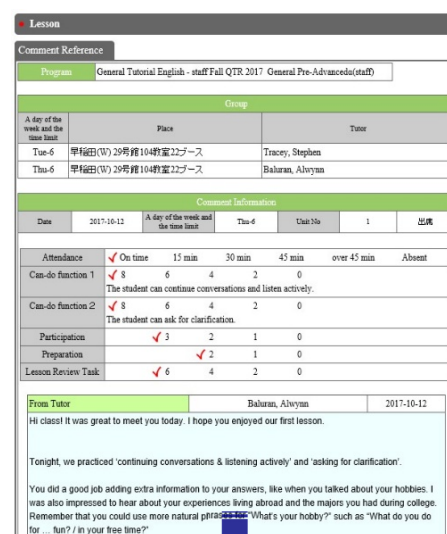
<Example timeline for Monday and Thursday classes>

The deadline to submit the Lesson Review Task is 6 days after the lesson.

Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	
Lesson	Task submission period of Monday's Unit						Lesson	Task submission period			
			Lesson	Task submission period of Thursday's Unit							

◆ Answering the Lesson Review Task questions

- ① To answer the Lesson Review Task questions, it is recommended that you write a draft using Microsoft Word and use spell check.
- ② Copy the draft using the shortcut keys (press [Ctrl] and [C] at the same time).
- ③ Click the ‘チューターへのコメントを登録’ (submit comment to tutor) icon at the end of the ‘コメント参照’ page, and paste the draft using the shortcut keys (press [Ctrl] and [V] at the same time) onto the ‘チューターへのコメント’ (comment to tutor) page.
- ④ Click the ‘登録’ (Submit) icon.
Alternatively, students can type directly on the page.
- ⑤ A warning about ‘cheating’ will be displayed. Please read it carefully and click ‘登録’ (Submit).
- ⑥ After submitting, please check if the draft has been submitted properly on the Tutorial English website screen.



※ Students can submit Lesson Review Task answers **only once**.

If students submit Lesson Review Task answers for the wrong unit, they will be given 0 points.

※ Tutorial Site is accessible from Japan only. Students cannot submit Lesson Review Task answers from abroad.

- * The deadline for each Lesson Review Task is 6 days after the lesson.
- * Students are encouraged to submit the Lesson Review Task answers even if they are absent.
- * There is no Lesson Review Task for Unit 10.
- * The scores will be uploaded no later than two days after the next lesson with that tutor, with the exception of the last class with a tutor, in which case the scores will be uploaded no later than two days after the deadline.




Step 5. Extra Listening exercises

◆ Tutorial English website: click the ‘Listening Exercise’  icon (Units 1-9).

Students are encouraged to further improve their listening skills by doing the Extra Listening Exercises on the Tutorial English website after finishing each unit.

4. What to do after completing the course

Step 1. Taking the Review Unit Test (90min.)


◆ Tutorial English website: click the 'Review Unit Test'  icon.

Students should take the Review Unit Test after finishing Unit 10.

*Please refer to the Review Unit Test guide



Step 2. Taking the WeTEC test (Post-course) (60 min.)

◆ Tutorial English website: click the 'WeTEC'  icon.

After completing the course, students are required to take the WeTEC test once again to check their progress.

Students should take the test during the specified period.



Step 3. Answering the Student Questionnaire

◆ Tutorial English website: click the 'Questionnaire'  icon.

Please answer the Students' Questionnaire. Open the 'Lesson' page, and click the 'Questionnaire' icon found in Unit 9. The 'Students' Questionnaire' page will be displayed, and students can answer the questionnaire by clicking the 'Start' icon.

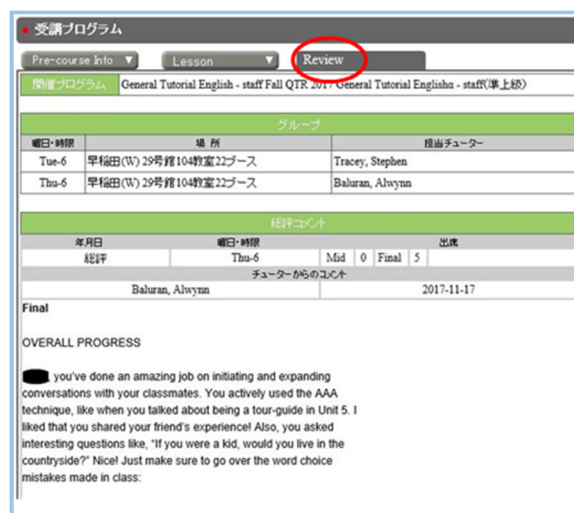


Step 4. Checking Final Review Sheets

◆ Tutorial English website: Open the 'Review' page.

During the course period, depending on a student's attendance (*1), students will receive personalized Final Review Sheets by the following date (*2).

In the Final Review Sheet, the tutor will comment on the student's progress and strengths, and give advice for future study. This will be useful for students to further improve their English communication skills in the future.

The screenshot shows the 'Review' page in the Tutorial English website. The 'Review' tab is highlighted with a red circle. The page displays course information, a group table, a grade comment table, and a final review sheet. The final review sheet includes an overall progress section with a comment from the tutor.

(*1) Conditions for receiving a Final Review Sheet

To receive a Final Review Sheet from a tutor, the student must attend more than half of the lessons with that tutor.

(*2) The expected posting date

Spring Quarter (α)	2019/6/6 (Thu)	Summer Quarter (β)	2019/7/18 (Thu)
Fall Quarter (α)	2019/12/12 (Thu)	Winter Quarter (β)	2020/1/30 (Thu)

5. Guidelines for tests

5.1 Guidelines for the WeTEC test



◆Basic Information

Test period	Refer to 'WeTEC test periods' on P.22
Login ID	Your student ID without the hyphen and final digit, e.g. 1X00A000-3 ⇒ Login ID: 1X00A000
Password	Your birth month and day (MMDD), e.g. June 27th ⇒ Password: 0627

What is WeTEC?

WeTEC stands for Web-based Test for English Communication and is a standard test for evaluating English proficiency which is taken online. It applies IRT (Item Response Theory), which adjusts the difficulty of the questions in accordance with the correct or incorrect answers to preceding questions. This can accurately evaluate ability in a short amount of time.

Features

- ① Convenience
It takes about 60 minutes to complete the test. The WeTEC test is available at any time and any place within the set schedule.
- ② Immediate results
The test score is displayed on the screen right after the test is completed.

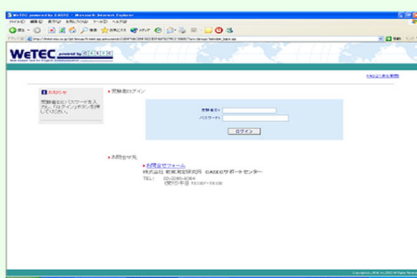
◆Required Equipment


- ① A computer
Students should check the system requirements before taking the test.
- ② Headphones or speakers
The WeTEC test contains listening sections, so the student should check if he/she is able to hear the sound clearly.

OS	Browser
Windows: 7/8.1/10	Internet Explorer 11 (Windows 7/8.1/10), Microsoft Edge 20 or above (Windows 10) , Google Chrome
Macintosh: OS 10.9 or above	Safari 7.0 ~ 12.0, Google Chrome

※Please check the latest system requirements on the WeTEC site.

1. How to Log in



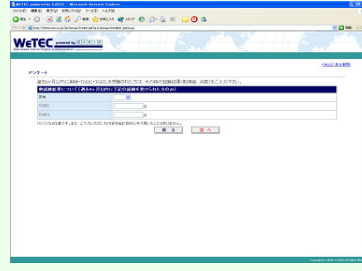
- ① **Accessing the site**
【Taking the WeTEC test (Pre-course)】
 - Compulsory students
 Follow the instructions sent by Waseda e-mail.
 - Elective students
 Follow the instructions on the course registration screen.
【Taking the WeTEC test (Post-course)】
 Click the 'WeTEC'  icon of Unit 10 on the Tutorial English website.
- ② **Checking the system requirements**
 Please confirm if your computer meets the system requirements. If your browser does not meet the system requirements above, modify the version of your browser or use a computer room at Waseda University.
- ③ **Trying the 'WeTEC Guide Tour'**
 Please try the 'WeTEC Guide Tour' from the WeTEC site before taking the test.
- ④ **Log in**
 Select the URL which you will use to take the WeTEC test.
 On the log in screen, enter your 'Login ID' and 'Password'.

2. Before taking the WeTEC test



⑤ Sound check

Test the sound level to ensure high sound quality.



⑥ Questionnaire

Enter the TOEIC or TOEFL score(s) that you have received within the last 6 months.

3. Taking the WeTEC test



⑦ Taking the WeTEC test

WeTEC consists of 4 sections. It takes about 60 minutes to complete the test.

Got disconnected?

Don't panic! Close the screen and start again from ①. The test will recommence from where you left off.

4. Test score displayed

スコア イメージ							
受験日	Sec. 1 Score/250	Sec. 2 Score/250	Sec. 3 Score/250	Sec. 4 Score/250	Total Score/1000	TOEIC® 1000/1100	TOEFL® 120/130
2022/04/01 10:00	234	110	225	181	800	880	940

7/21/23

※スコアは、試験当日の試験結果に基づいて算出されます。試験結果が発表された後、スコアが更新される場合があります。スコアが更新された場合は、最新のスコアを参照してください。

※スコアは、試験当日の試験結果に基づいて算出されます。試験結果が発表された後、スコアが更新される場合があります。スコアが更新された場合は、最新のスコアを参照してください。

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© WeTEC / 試験結果

⑧ Test score

The test score is displayed right after the test is completed. There are four sections, each worth a maximum of 250 points. The maximum total score is 1,000 points.

NOTE: Please make sure to log out by clicking 'Logout' in the top right corner of the page to complete the test properly.

● Test Format

Section 1		Knowledge of vocabulary
Question style:	Multiple choice	Evaluates knowledge of vocabulary that is frequently used in situations such as daily life, school life and business.
Answer type:	4 choices	
No. of questions:	25	
Full score:	250	
Time limit:	60 seconds per question	

Section 2		Knowledge of phrasal expressions and usage
Question style:	Multiple choice	Evaluates knowledge and use of phrasal expressions that are frequently used in situations such as daily life, school life and business.
Answer type:	4 choices	
No. of questions:	25	
Full score:	250	
Time limit:	90 seconds per question	

Section 3		Listening ability – general understanding
Question style:	Listening	Evaluates ability to understand a main idea by listening to dialogues that are common in situations such as daily life, school life and business.
Answer type:	4 choices	
No. of questions:	25	
Full score:	250	
Time limit:	60 seconds per question	

Section 4		Listening ability – specific understanding
Question style:	Listening	Evaluates ability to understand specific information by listening to dialogues that are common in situations such as daily life, school life and business.
Answer type:	Dictation	
No. of questions:	20	
Full score:	250	
Time limit:	120 seconds per question	

For inquiries about WeTEC

Waseda University Academic Solutions Corporation

Inquiry form: <https://www.w-as.jp/gogaku/contact/>

5.2 Guidelines for the Review Unit Test



What is the Review Unit Test?

The Review Unit Test is conducted after Unit 10 to test what the students have learned.

Quarter	Test period
Spring (α)	2019/5/30 - 6/7
Summer (β)	2019/7/11 - 7/19
Fall (α)	2019/11/25 - 12/3
Winter (β)	2020/1/20 - 1/28

■ Inquiry Procedure

Inquiries about technical problems (e.g. no sound in the Listening sections) can only be dealt with during the test period. Students should note that WAS cannot accept inquiries after the deadline.

Inquiry form: <http://www.w-as.jp/gogaku/contact/>

■ Test Format

Section	Question format	Number of questions	Answer time
1	Vocabulary knowledge (fill in the blanks, multiple choice)	45 questions	60 sec/question
2	Expressions and usage (fill in the blanks, multiple choice)	27 questions	60 sec/question
3	Listening skills: comprehension of overall meaning (listening, multiple choice)	27 questions	120 sec/question
4	Listening skills: specific details (partial dictation)	27 questions	120 sec/question
Total		126 questions	—

■ Test Time

Approximately 90 minutes

■ Test Result

The percentage of correct answers per section and the total will appear after completion.

※Students cannot recheck the score after closing the website. Please take note of your score or print out the score screen.

■ Required Equipment :

① A computer ② Headphones or speakers

Please check the system requirements. The Review Unit Test contains listening sections, so please check if the sound is clear before the test.

<System Requirements>

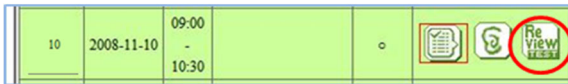
***System requirements are different for the WeTEC and Tutorial English website.**

Browser : Windows Internet Explorer 11.00 (as of March 1st 2019)

***The Review Unit Test is not supported by Apple (Mac) operating systems and other browsers (Firefox, Opera, Google Chrome, etc.)**

***Tutorial Site is accessible from Japan only. Students cannot take the Review Unit Test from abroad.**

■How to take the test

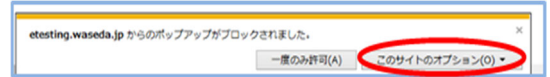


Unit	Contents
10	Review Unit Test(復習テスト)

テスト	テスト実施期間	テストステータス	選択
Review Unit Test - Beginners - Unit1-6	2014-03-19 ~ 2014-06-14	未テスト	<input checked="" type="checkbox"/>

① Click the 'Review Unit Test' icon for Unit 10. After clicking the icon, the screen moves on to the next page. Click 'Review Unit Test (復習テスト)'.

*If this screen appears, click the 'このサイトのオプション' button and select '常に許可'.

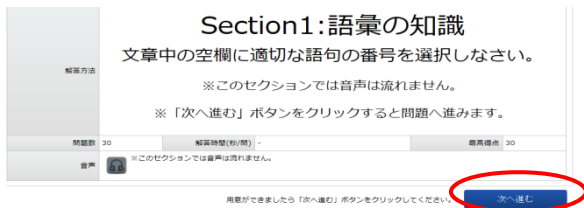


② Confirm the test you will take. Click the '選択' button.

③ Check the sound by clicking the 'play' icon. After checking the sound and PC requirements, click the '次へ進む' button.

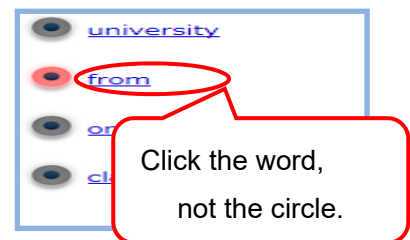


NOTE
If the screen freezes or the test is interrupted, close the window and restart the Review Unit Test. The test will restart from the point where it was interrupted.



④ Before taking the test, please read the instructions for each section and then click the '次へ進む' button. The test will start on the next page.

* To answer the questions in Sections 1, 2 and 3, please **click on the word or phrase**. Clicking the buttons beside the words will not work.



*Before starting Section 4 (dictation), please carefully read the following:

- Please answer with half-width characters (standard for Roman letters). If you use full-width characters (same size as Japanese script), the answers won't be marked correctly.
- This test is case-sensitive. Please capitalize only when necessary.
- Please don't use any unnecessary spaces.
- Please enter contractions as you hear them into a single word box.

6. Overall points and final grade calculation

6.1 Areas for assessment

The final grade is determined by the total number of points that are awarded following assessment guidelines based on the criteria listed below.

(1) Can-dos	Each unit has two Can-dos. Tutors assess each student based on their performance of the Can-dos. Students are awarded a score from 0 to 8 points for each Can-do. There are no Can-dos for Unit 10.												
(2) Participation	Students will be assessed on whether or not they made an effort to participate actively in class. Factors such as 'initiating conversations', 'being an active participant' and 'leading discussions' are considered, and students are awarded a score from 0 to 3 points.												
(3) Preparation	Each lesson usually begins with an activity which is related to the Preparation section of the unit. The tutor will assess whether or not the students have completed the Preparation and understood the contents before coming to class, and will award from 0 to 2 points accordingly.												
(4) Lesson Review Tasks	<p>After each lesson, the tutor will input a Comment onto the Tutorial English website, which will include two Lesson Review Task questions. Students should answer the questions before the deadline. Tutors will award a score from 0 to 6 points based on the guidelines relating to whether the expressions learned in the unit are used, and whether the answers are relevant and detailed. There is no Lesson Review Task for Unit 10.</p> <p>When submitting Lesson Review Tasks, or for any work done in class, the following are considered acts of misconduct.</p> <p>(1) To have copied another person's answers, or let another person copy your answers. (2) To have worked in cooperation with another person to complete your answers. (3) Any other action that is judged to be an act of misconduct.</p> <p>In the event that a student has committed any of the above, the student will fail the course (receive "F") and the incident will be reported to their faculty or graduate school.</p>												
(5) Review Unit Test (Unit 10)	The Review Unit Test will be conducted after Unit 10, for the purpose of checking students' progress in English. Students are awarded 12 points if they score 60% or more.												
(6) WeTEC	<p>Students must take the WeTEC test both before (for grouping purposes) and after (to check progress) the course. Scoring above the target score for a level is another factor towards final assessment.</p> <p>【Number of points awarded】</p> <p>(1) Student has taken both (pre/post course) tests...5 additional points (2) Student's post-course test score exceeds the pre-course score and reaches the minimum standard* for the course level... 5 additional points</p> <p>If a student is taking α and β consecutively, taking the post-course test for B will be counted for α's post-course test.</p> <p>* The minimum standards on the WeTEC test are below.</p> <table border="1" data-bbox="470 1765 1476 1926"> <thead> <tr> <th>Basic</th> <th>Pre-Intermediate</th> <th>Intermediate</th> <th>Pre-Advanced</th> <th>Advanced</th> <th>Advanced-Plus</th> </tr> </thead> <tbody> <tr> <td>354 points</td> <td>524 points</td> <td>595 points</td> <td>648 points</td> <td>755 points</td> <td>800 points</td> </tr> </tbody> </table>	Basic	Pre-Intermediate	Intermediate	Pre-Advanced	Advanced	Advanced-Plus	354 points	524 points	595 points	648 points	755 points	800 points
Basic	Pre-Intermediate	Intermediate	Pre-Advanced	Advanced	Advanced-Plus								
354 points	524 points	595 points	648 points	755 points	800 points								

Below are the requirements and corresponding grade:

Grade	Requirements
A+	attendance of 9 lessons or more, and 240 points or more
A	attendance of 8 lessons or more, and 215 points or more
B	attendance of 8 lessons or more, and 185 points or more
C	attendance of 7 lessons or more, and 129 points or more

* If the attendance is under 7 lessons or the overall points are less than 129 points, the grade will automatically be 'F' (fail).

The dates for issuing grades for Global Education Center courses, including Tutorial English, are set by each department according to the period of the courses. Students should confirm with their department office about when and how they can receive their grades.

6.2 Lateness and absence

- ① If students come to class more than 45 minutes late, or leave class early with more than 45 minutes remaining, they will be regarded as absent, regardless of the circumstances. There will be no exceptions for absence or lateness even if the reason is due to transportation delays or other classes finishing late.
- ② Students are still able to receive points for Preparation, the Can-dos, Participation, and the Lesson Review Task, even if they are marked 'over 45 minutes late' (absent).
- ③ Lateness up to 45 minutes will be considered as attending the lesson. However, students may not receive full marks if they miss some of the time to learn how to use the Unit Language.
- ④ Students will not receive credit for the course if they are absent 4 or more times. (Students can check their attendance on the Tutorial English website.)
- ⑤ Students are encouraged to submit a Lesson Review Task answer even if they miss a unit. Students should refer to the unit missed to answer both questions.

6.3 Special consideration for absences and grades

When university classes are canceled because of natural disasters or infectious diseases, there will be special consideration for absences and grades. Also, when students are absent due to the circumstances listed below, and submit the required documents from their department, it will not be counted as a regular absence.

Reason	Required documents	How to apply	Place of application
Compassionate leave	「忌引きによる授業欠席等に関する取扱いのお願い」(stamped with your department's seal)	Acquire the required document from your department and submit it to one of the places of application	★Waseda Campus Submit to Waseda University Academic Solutions (Building 29, Room 601)
Infectious disease	学校感染症に関する「授業欠席(配慮)届け」(stamped with your department's seal)	<ul style="list-style-type: none"> •Acquire「学校感染症治癒証明書」from your doctor and submit it to your department •Acquire the required document from your department and submit it to one of the places of application 	★Tokorozawa Campus Submit to the Senior Tutors' room (Building 101, Room 214) Mon-Fri 9:00-17:30* *Only during the lesson period
Teaching practice, Care practice	「講義欠席特別扱願」(「実施証明書」)	Acquire the required document from the Department of Education (Building 16, 2F) and submit it to one of the places of application	★E-mail Send PDFs to help@list.waseda.jp ※Don't forget to include your ID and name in your e-mail
Jury duty	「裁判員制度に関わる欠席届」(stamped with your department's seal)	Acquire the required document from your department and submit it to one of the places of application	

- ※ The maximum number of lessons that can fall under special consideration is 3. Applications for special consideration exceeding this upper limit are treated as regular absences. If the number of regular absences exceeds 3, students will not receive credit for this course.
- ※ Regarding hospitalization: Students will only be eligible to apply for special attendance consideration due to hospitalization when they have attended fewer than 7 lessons. Please submit a doctor's certificate to one of the application locations listed on the previous page.

Please contact the WAS Office (Building 29, Room 601, Waseda Campus) for details as soon as you miss a class due to one of these reasons. The deadlines for applications for special consideration are below.

Quarter	Spring	Summer	Fall	Winter
Period	2019/6/7 (Fri)	2019/7/19 (Fri)	2019/12/3 (Tue)	2020/1/28 (Tue)

6.4 Cancellation of lessons and make-up lessons

WAS will not cancel lessons unless required to do so by the Global Education Center, or unless emergency warnings have been issued by the Meteorological Agency. In the event that make-up lessons are held, an on-demand lesson may be offered in place of a regular, in-class lesson. Information about make-up lessons will be sent via MyWaseda, and posted on the Tutorial English website.

LESSON ASSESSMENT GUIDELINES

(レッスン評価ガイドライン)

1. PREPARATION

To receive points, the student should complete the unit Preparation before each lesson. The majority of Preparation activities in the textbook involve some form of writing, most commonly answering unit-related questions, listing ideas or activities, and writing down definitions of unfamiliar vocabulary. This written element allows tutors to confirm the extent to which the student has completed the Preparation.

Preparation is scored as 0, 1 or 2 points.

2	The student completed the unit Preparation
1	The student partially completed the unit Preparation
0	The student did not complete any part of the unit Preparation

2. PARTICIPATION

Assessment is based on the student's initiative and participation in all lesson activities. It is not determined by the students' use of the Unit Language or proficiency with the Can-dos, but on their willingness to participate in all aspects of the lesson - for instance, through use of AAA or the Communication Guide.

Participation is scored as 0, 1, 2 or 3 points.

During the lesson, the student...

3	<ul style="list-style-type: none"> • participated actively • initiated and led conversations and discussions • often applied communication skills such as listening actively, AAA or asking for clarification
2	<ul style="list-style-type: none"> • participated actively, but sometimes needed cues from others • sometimes initiated and led conversations and discussions • sometimes applied communication skills such as listening actively, AAA or asking for clarification
1	<ul style="list-style-type: none"> • was more passive than active, often needing cues from others • rarely initiated or led conversations or discussions • did not apply communication skills such as listening actively, AAA or asking for clarification
0	<ul style="list-style-type: none"> • was mostly passive • made no effort to participate in English

3. THE CAN-DOS

Each unit has two Can-dos, with the exception of review units. Can-do assessment makes up the majority of points for the lesson, and it carries the most weight in determining the student's final grade. Evaluation is based on how successfully the student uses the Unit Language to perform the Can-dos.

Can-dos are scored as 0, 2, 4, 6 or 8 points.

NOTE:

If the student, by leaving early, is unable to participate in the assessment activities, the student will receive zeros for the Can-dos.

8	<p>The student highly successfully performed the Can-do</p> <p>During assessment activities, the student...</p> <ul style="list-style-type: none"> • used a broad range of the Unit Language • used the Unit Language effectively and appropriately • never relied on the textbook to produce the Unit Language • never needed prompting to produce the Unit Language
6	<p>The student successfully performed the Can-do</p> <p>During assessment activities, the student...</p> <ul style="list-style-type: none"> • used an adequate range of the Unit Language • mostly used the Unit Language effectively and appropriately • occasionally relied on the textbook to produce the Unit Language • occasionally needed prompting to produce the Unit Language
4	<p>The student fairly successfully performed the Can-do</p> <p>During assessment activities, the student...</p> <ul style="list-style-type: none"> • used a limited range of the Unit Language • sometimes used the Unit Language effectively and appropriately • often relied on the textbook to produce the Unit Language • often needed prompting to produce the Unit Language
2	<p>The student had difficulty performing the Can-do</p> <p>During assessment activities, the student...</p> <ul style="list-style-type: none"> • used an extremely limited range of the Unit Language • used the Unit Language ineffectively and inappropriately • relied heavily on the textbook to produce the Unit Language • needed continual prompting to produce the Unit Language
0	<p>The student was unable to perform the Can-do</p> <p>During the assessment activity, the student...</p> <ul style="list-style-type: none"> • did not use any of the Unit Language

4. LESSON REVIEW TASK

Basic through Advanced Plus (初級～上級プラス共通)

The Lesson Review Task (LRT) is a set of two review questions and is automatically added to the lesson Comment. Students submit their answers to the questions via the Tutorial English website. The LRT relates specifically to the unit Can-dos. For example:

1) *Talk about your strengths and weaknesses. Use the Language from Unit 9 in your answer.*

2) *Use the Language from Unit 9 to complete the conversation below:*

Student A: We have to plan Jenny's birthday party. Could you bake a cake?

Student B: Umm...I'd love to, but I'm not so good at baking. Do you think you could bake the cake?

Student A: {Respond and talk about strengths and weaknesses}

Student B: {Make a request}

Student A: {Respond and talk about strengths and weaknesses}

LRT Assessment

Each unit's Lesson Review Task is scored as 0, 2, 4 or 6 points, according to the criteria in the chart. →

Disqualifying Factors

Students must submit answers to both questions by the deadline to receive points for the LRT. Use of an automatic translator or translation software disqualifies the student's answer, since this defeats the purpose of the review exercise.

If it is determined that the student's LRT answers have been plagiarized, the student will receive a score of 0 for the LRT, as well as for Preparation, Participation and Can-do assessment. The issue may also be brought to the attention of their university department.

IMPORTANT:

If a student is absent, he or she can still receive points for the LRT. The student should refer to the unit missed to answer both questions.

The student must check his or her answers carefully before submitting them and not make any changes. Once the student presses the submit button, the system automatically sends a message to the student's tutor indicating that the answers are ready to be assessed. Therefore, only the first submission will be evaluated. Multiple submissions are not allowed.

The student should submit his or her answers for the LRT well in advance of the deadline. This is to avoid possible technical problems and to ensure that the answers can be assessed by the tutor.

6	<ul style="list-style-type: none"> • The answers are submitted before the deadline • Both answers are comprehensible on the first reading • Both answers fully address all parts of the questions • Both answers include correct use of the Unit Language • Both answers provide reasons or detail where applicable • Neither answer contains spelling errors
4	<ul style="list-style-type: none"> • The answers meet the requirements for 6 points, but do not fully address all parts of the questions • The answers meet the requirements for 6 points, but include some incorrect and/or partial use of the Unit Language • The answers meet the requirements for 6 points, but do not provide reasons or detail where applicable • The answers meet the requirements for 6 points, but contain spelling errors
2	<ul style="list-style-type: none"> • The answers are submitted before the deadline • One answer is incomprehensible on the first reading • One answer does not address any part of the question, and is therefore irrelevant • One or both answers do not include any correct use of the Unit Language
0	<ul style="list-style-type: none"> • The answers are not submitted before the deadline • Only one answer is submitted • Neither answer is comprehensible • The answers do not show any understanding of the questions, and are therefore irrelevant • The answers have been produced using an automatic translator

Beginners

The Lesson Review Task (LRT) is a set of two review questions and is automatically added to the lesson Comment. Students submit their answers to the questions via the Tutorial English website. The LRT for Beginners also consists of two Can-do related questions. For example:

Use the Language from Unit 6. Write more than one sentence for each question.

1) *What is your hometown like? Write one feature of your hometown.*

2) *Write about your favorite place.*

Beginners LRT Assessment

Each unit's Lesson Review Task is scored as 0, 2, 4 or 6 points. The criteria for marking Beginner level LRTs differ slightly from the criteria for the Basic through Advanced Plus levels. These criteria are listed in the chart. →

Disqualifying Factors

Students must submit answers to both questions by the deadline in order to receive points for the LRT. Use of an automatic translator or translation software disqualifies the student's answer, since this defeats the purpose of the review exercise.

If it is determined that the student's LRT answers have been plagiarized, the student will receive a score of 0 for the LRT, as well as for Preparation, Participation and Can-do assessment. The issue may also be brought to the attention of their university department.

IMPORTANT:

If a student is absent, he or she can still receive points for the LRT. The student should refer to the unit missed to answer both questions.

6	<ul style="list-style-type: none"> • The answers are submitted before the deadline • Both answers are comprehensible on the first reading • Both answers show full understanding of the questions • Both answers include more than one sentence • Both answers include correct use of the Unit Language • Neither answer contains spelling errors
4	<ul style="list-style-type: none"> • The answers meet the requirements for 6 points, but contain spelling errors • The answers meet the requirements for 6 points, but one or both include only one sentence
2	<ul style="list-style-type: none"> • The answers are submitted before the deadline • One of the answers consists of an incomplete sentence / incomplete sentences • One answer does not show full understanding of the question • One answer is incomprehensible • One or both answers do not include any correct use of the Unit Language
0	<ul style="list-style-type: none"> • The answers are not submitted before the deadline • Only one answer is submitted • Neither answer is comprehensible • Neither answer shows full understanding of the questions • The answers have been produced using an automatic translator

7. Campus maps

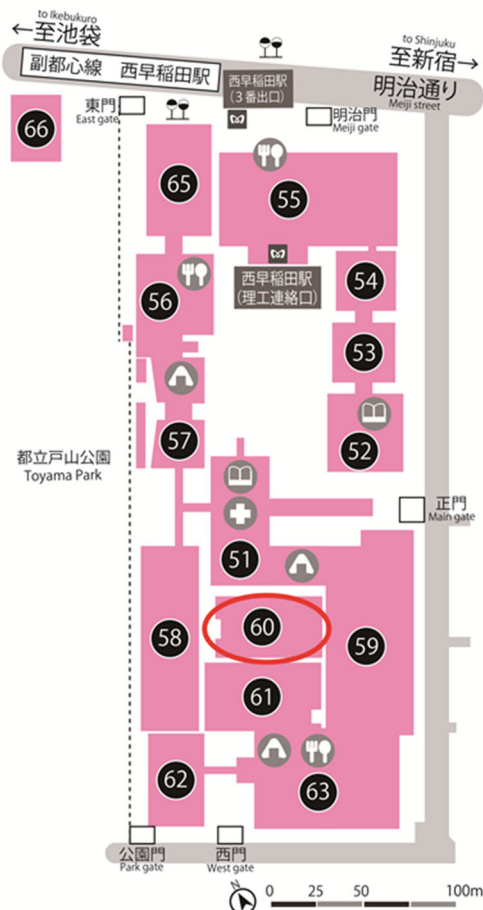
< Waseda Campus >

Building 29
1-2-4, Nishiwaseda,
Shinjuku-ku, Tokyo,
169-0051, Japan



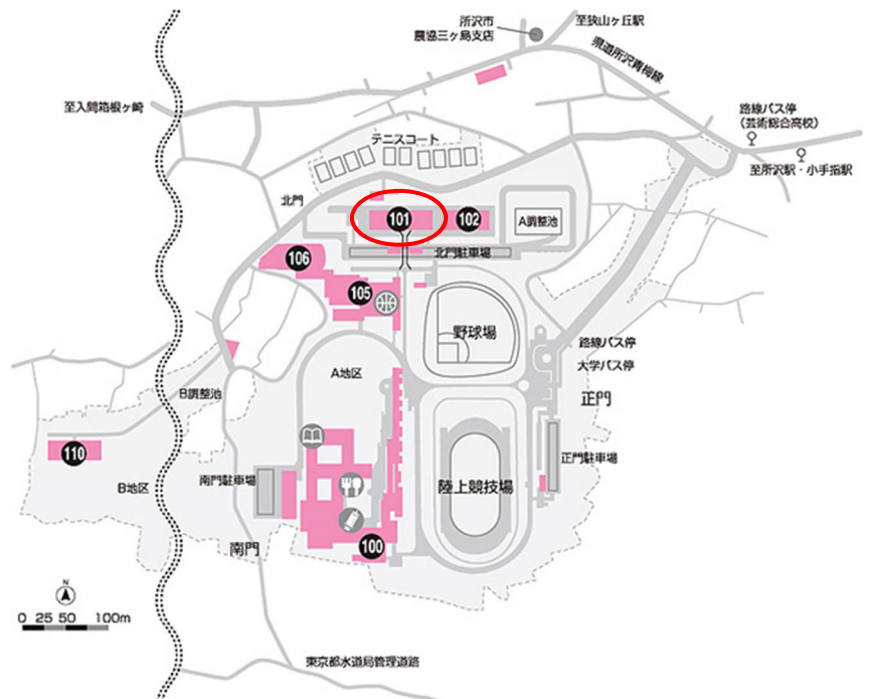
< Nishiwaseda Campus >

Building 60, Rooms 310・312



< Tokorozawa Campus >

Building 101, Rooms 203・217
Senior Tutors' Room (Building 101, Room 214)



8. Inquiry about lesson assessment

Only inquiries about lesson assessment including attendance, Participation, Preparation, Comments and Lesson Review Tasks can be addressed.

Please note that WAS cannot accept inquiries after the quarter deadlines.

- ◆For deadlines, please see the chart on page 8 titled 'Checking assessment points and Lesson Review Tasks'.
- ◆Students will be notified of any changes in the schedule through the Information Box on the Tutorial English website.

8.1 Inquiries

Please check 'Frequently Asked Questions' (<https://www.w-as.jp/gogaku/en/gte-qa.html>) before making any inquiries.

- ◆Course Registration/Grades (Global Education Center)

Inquiry Form: <https://www.waseda.jp/inst/gec/en/contact/>



(Global Education Center)

- ◆Can-do/Lesson Review Task Assessment, Tutorial English website and other lesson-related inquiries

Inquiry Form: <https://www.w-as.jp/gogaku/contact/>

TEL: 03-5286-8030 / Mon-Sat 9:00-17:30*



(WAS)

*When there are no classes, the office hours are as follows: Monday – Friday, 9:00-17:30

*Closed on Sundays and holidays

*If there seems to be a system error, please confirm "system maintenance information" of "Information Technology Service Navigation" before you send an inquiry.

Information Technology Service Navigation

www.waseda.jp/navi/e/index.html



(Information Technology Service Navigation)

※Inquiries sent outside of working hours will be handled on the next working day.

<https://www.w-as.jp/gogaku/en/gte-qa.html>



(Frequently Asked Questions)

8.2 Lost Property

When lost property is found, the item will be kept at the WAS office (Building No.29, Room 601, Waseda Campus) for a specified period. After this period, the item will be sent to the Student Union Building. If students find an item in a building, they are kindly asked to report it to the Administrative Office of that building.

9. WeTEC test periods

WeTEC(Pre-course)

Period of Course	Course Type		Test Periods
Spring Quarter (α) Summer Quarter (β)	Compulsory Students	School of Political Science and Economics	2019/3/6 (Wed)~3/27 (Wed)
		School of Commerce	2019/3/4 (Mon)~3/12 (Tue)
		School of Social Sciences	2019/3/5 (Tue)~3/13 (Wed)
		School of Human Sciences	2019/3/13 (Wed)~3/29 (Fri)
		School of Sport Sciences	2019/3/13 (Wed)~3/29 (Fri)
		School of International Liberal Studies (SILS)	2019/3/30 (Sat)~3/31 (Sun)
	Elective students ※It depends on the department	If you register for the course during the 1st registration period	Current students: 2019/3/20 (Wed)~3/22 (Fri)
			Newly Enrolled Students: 2019/3/29 (Fri)~4/1 (Mon)
		If you register for the course during the 2nd registration period ※Only β can be registered	2019/4/8 (Mon)~4/9 (Tue)
	If you register for the course during the 3rd registration period ※Only β can be registered	2019/4/12 (Fri)~4/13 (Sat)	
Summer Intensive	All students		2019/7/11 (Thu)~7/19 (Fri)
Fall Quarter (α) Winter Quarter (β)	Compulsory Students	All schools of compulsory students except those who enroll into SILS in September	2019/9/12 (Thu)~9/19 (Thu)
		School of International Liberal Studies (SILS) who enroll in September	Informed at the beginning of September
	Elective students ※It depends on the department	If you register for the course during the 1st registration period	2019/9/19 (Thu)~9/21 (Sat)
		If you register for the course during the 2nd registration period ※Only β can be registered	2019/9/27 (Fri)~9/28 (Sat)
		If you register for the course during the 3rd registration period ※Only β can be registered	2019/10/3 (Thu)~10/4 (Fri)
Spring Intensive	All students		2020/1/20 (Mon)~1/28 (Tue)

WeTEC(Post-course)

Semester	Course Type	Test Periods
Spring Quarter (α)	Elective students who took Spring Quarter(α) only	2019/5/30 (Thu)~6/7 (Fri)
Summer Quarter (β)	All students	2019/7/11 (Thu)~7/19 (Fri)
Summer Intensive 01 (8/17~8/28)	All students	2019/8/28 (Wed)~9/3 (Tue)
Summer Intensive 02 (8/29~9/9)	All students	2019/9/9 (Mon)
Fall Quarter (α)	Elective students who took Fall Quarter(α) only	2019/11/25 (Mon)~12/3 (Tue)
Winter Quarter (β)	All students	2020/1/20 (Mon)~1/28 (Tue)
Spring Intensive (2020/2/5~2/17)	All students	2020/2/17 (Mon)



Students who do not need to take the WeTEC test.

In the following cases, students who do not need to take the WeTEC test.

Period of Course		Timing	Students who don't have to take the exam
Spring Semester	Spring Quarter (α)	Pre-course	Those who took the freshmen Placement Test
		Post-course	Those who take GTE continuously in the Summer Quarter (β)
	Summer Quarter (β)	Pre-course	Those who took GTE in the preceding Spring Quarter (α)
		Post-course	None (All students are required to take it)
Summer Intensive		Pre-course	Those who took GTE in the preceding Summer Quarter (β)
		Post-course	None (All students are required to take it)
Fall Semester	Fall Quarter (α)	Pre-course	Those who took GTE in the preceding Summer Intensive course
		Post-course	Those who take GTE continuously in the Winter Quarter (β)
	Winter Quarter (β)	Pre-course	Those who took GTE in the preceding Fall quarter. Those who took GTE in the preceding Summer Intensive course
		Post-course	None (All students are required to take it)
Spring Intensive		Pre-course	Those who took GTE in the preceding Winter Quarter (β)
		Post-course	None (All students are required to take it)

< FAQ >

Q. How do I take the WeTEC test?

A. Please refer to the 'Guidelines for the WeTEC test (受験ガイド)' on page 11 or the 'Course Registration Guide (科目登録 ガイド)'.

※If you take the test as a freshmen Placement Test, please refer to the 'Guidelines for WeTEC (受験ガイド)' which is sent from your department.

Q. When is the WeTEC test period?

A. The test period is different for compulsory students and elective students.

<Compulsory students>

Please refer to page 22 or the back cover of the 'Course Registration Guide'.

※ If you take the exam as a freshmen Placement Test, please refer to the 'Guidelines for WeTEC (受験ガイド)' which is sent from your department.

<Elective students>

If you register for the course during the 1st registration period, you need to take the test during the 1st registration period. If you register during the 2nd or 3rd registration periods, take the WeTEC test during the corresponding registration period.

Q. I can't hear anything in the listening section of the Review Unit Test.

A. Please check that your PC meets the system requirements (Windows Internet Explorer 11 only). The Review Unit Test is not supported by Apple (Mac) operating systems and other browsers (Firefox, Opera, Google Chrome, etc). Even if your PC meets the system requirements, problems may occur depending on your individual settings. Please use a computer room at the university if you cannot access the test properly at home.

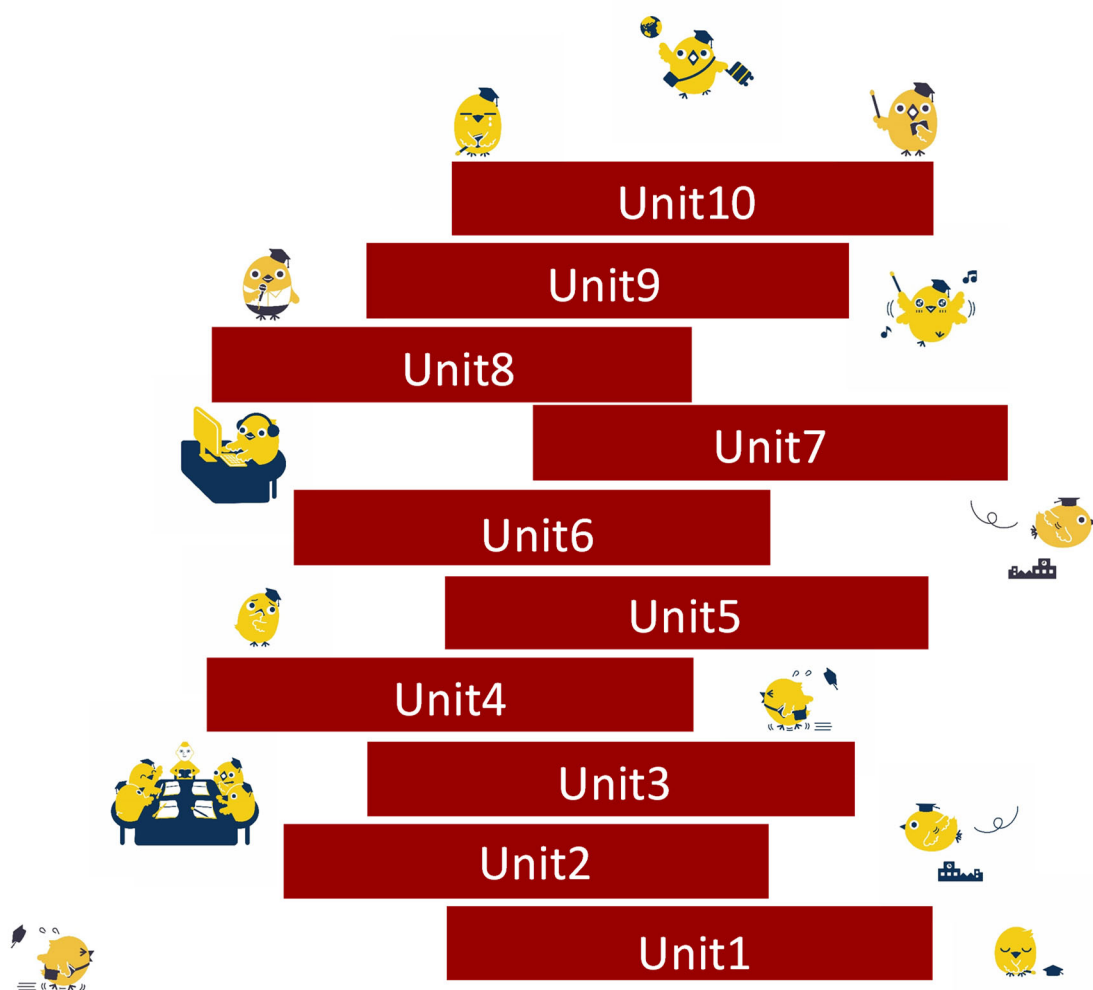
Q. I didn't take the Review Unit Test and the test period has finished. What should I do?

A. The test cannot be taken outside the test period. You will still be able to receive credit for the course without taking the test if your attendance and total score meet the requirements on page 15. However, please note that the Review Unit Test is part of your grade.

Q. I am not satisfied with my lesson assessment. I would like to know why I received this score.

A. Please refer to LESSON ASSESSMENT GUIDELINES on page 18 of the course guide. If you have further questions after confirmation, please access the following:

Inquiry Form: <https://www.w-as.jp/gogaku/contact/>



General Tutorial English Lesson Calendar 2019

★ 履修クラス発表日
Class announcement

Unit 1 (α)

春・秋クォーター
Spring/Fall quarter

Unit 1 (β)

夏・冬クォーター
Summer/Winter quarter

1,2

夏季集中・春季集中
Summer/Spring Intensive

April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 ★	18	19	20
21	Unit 1 (α)		Unit 2 (α)			
28	29	30				

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	Unit 3 (α)		Unit 4 (α)			
12	Unit 5 (α)		Unit 6 (α)			
19	Unit 7 (α)		Unit 8 (α)			
26	Unit 9 (α)		Unit 10 (α)			

June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				5/30	5/31	1
				Unit 10 (α)		
2	3	4	5	6	7	8
9	Unit 1 (β)		Unit 2 (β)			
16	Unit 3 (β)		Unit 4 (β)			
23	Unit 5 (β)		Unit 6 (β)			

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Unit 7 (β)		Unit 8 (β)			
7	Unit 9 (β)		Unit 10 (β)			
14	15	16	17	18	19	20
21	22	23	24	25	26 ★	27
28	29	30	31			

August						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17 1,2
18	3,4		5,6	7,8	9,10	11,12,13,14
25	15,16		17,18	19,20	1,2	3,4,5,6

September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
	7,8		9,10	11,12	13,14	15,16,17,18
8	9 19,20	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 ★	8	9	10	11	12
13	Unit 1 (α)		Unit 2 (α)			
20	21	22	23	Unit 3 (α)		
27	Unit 4 (α)					

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	Unit 5 (α)		
10	Unit 6 (α)		Unit 7 (α)			
17	Unit 8 (α)		Unit 9 (α)			
24	Unit 10 (α)					

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	Unit 1 (β)		Unit 2 (β)
8	Unit 3 (β)		Unit 4 (β)			
15	Unit 5 (β)		Unit 6 (β)			
22	23	24	25	26	27	28
29	30	31				

2020 January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	Unit 7 (β)		Unit 8 (β)			
12			Unit 9 (β)			
19	Unit 10 (β)					
26	27	28	29	30	31 ★	

February						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	1,2		3,4	5,6,7,8
9	10 9,10	11	11,12,13,14,15,16,17,18			
16	17 19,20	18	19	20	21	22
23	24	25	26	27	28	29

土曜集中クラス (Saturday Intensive)

Unit	1+2	3+4	5+6	7+8	9+10
春クォーター Spring quarter	4/27	5/11	5/18	5/25	6/1
夏クォーター Summer quarter	6/15	6/22	6/29	7/6	7/13

Unit	1+2	3+4	5+6	7+8	9+10
秋クォーター Fall quarter	10/19	10/26	11/9	11/16	11/23
冬クォーター Winter quarter	12/7	12/14	12/21	1/11	1/18

注) 土曜集中クラスは、土曜日1、2限または3、4限に、連続2時限履修するものです。

*Saturday Intensive courses are offered during 1st & 2nd periods and 3rd and 4th periods.