



**SHRI VISHWAKARMA SKILL UNIVERSITY**

(A State Skill University, setup by an Act of Legislature in 2016)

**Faculty: Skill Faculty of Applied Sciences and Humanities**

**Department: Skill Department of Language and Culture Program:**

**Diploma in Japanese Language**

**Duration: 1 Year (2 Semesters)**

**Scheme and Syllabus**

**Session: 2022-23 Onwards**

# CREDIT SCHEME

## Semester- I

Category	Subject	Subject Code	Credit			Hours			Marks						
			T	P	To	T	P	To	Theory			Practical			Total
									I	E	To	I	E	To	
SEC	Elementary Japanese Listening Skills	JAP101	4	0	4	60	0	60	30	70	100	0	0	0	100
	Elementary Japanese Speaking Skills	JAP102L	0	4	4	0	120	120	0	0	0	70	30	100	100
	Elementary Japanese Writing Skills	JAP103	4	0	4	60	0	60	30	70	100	0	0	0	100
	Elementary Japanese Grammar Skills	JAP104	4	0	4	60	0	60	30	70	100	0	0	0	100
	Elementary Japanese Reading Skills	JAP105	4	0	4	60	0	60	30	70	100	0	0	0	100
	SEC Total			16	4	20	240	120	360	120	280	400	70	30	100
GEC	History of Japan	GEC101	4	0	4	60	0	60	30	70	100	0	0	0	100
	Introduction to Japanese Work Culture	GEC102	4	0	4	60	0	60	30	70	100	0	0	0	100
	Entrepreneurship	OMS 501	2	0	2	30	0	30	30	70	100	0	0	0	100
	GEC Total			10	0	10	150	0	150	90	210	300	0	0	0
Grand Total			26	4	30	390	120	510	210	490	700	70	30	100	800

## Semester-II

Category	Subject	Subject Code	Credit			Hours			Marks						
			T	P	To	T	P	To	Theory			Practical			Total
									I	E	To	I	E	To	
SEC	Elementary Japanese Listening Skills	JAP106	4	0	4	60	0	60	30	70	100	0	0	0	100
	Elementary Japanese Speaking Skills	JAP107L	0	4	4	0	120	120	0	0	0	70	30	100	100
	Elementary Japanese Writing Skills	JAP108	4	0	4	60	0	60	30	70	100	0	0	0	100
	Elementary Japanese Grammar Skills	JAP109	4	0	4	60	0	60	30	70	100	0	0	0	100
	Elementary Japanese Reading Skills	JAP110	4	0	4	60	0	60	30	70	100	0	0	0	100
	SEC Total			16	4	20	240	120	360	120	280	400	70	30	100
GEC	Business Japanese Language	GEC 103	4	0	4	60	0	60	30	70	100	0	0	0	100
	Introduction to Japanese Society/Economy	GEC 104	2	0	2	30	0	30	30	70	100	0	0	0	100
	Japanese Work Culture-2	GEC 105	4	0	4	60	0	60	30	70	100	0	0	0	100
	GEC Total			10	0	10	150	0	150	90	210	300	0	0	0
Grand Total			26	4	30	390	120	510	210	490	700	70	30	100	800

# SYLLABUS

## SEMESTER-I

**SUBJECT: Elementary Japanese Listening Skills**

**CODE: JAP 101**

**CATEGORY: Skill Education Component**

### Objective(s)

- To enable learners to understand the sounds and pronunciation of Japanese alphabets and usage of expressions.

### Learning Outcome(s)

- Learners will be able to understand the basic expressions used in a conversation.

[Note: In the Textbook, speaking and listening sections overlap as the topics are same for both the sections.]

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Introduction to Japanese Scripts (sounds): Hiragana &amp; Katakana</li><li>● Classroom Language, Everyday Expressions &amp; Numbers</li><li>● Greetings &amp; Self introduction (practice &amp; Q-A)</li><li>● Greeting at first meeting (practice &amp; Q-A)</li><li>● Asking till what time a place is open (practice &amp; Q-A)</li></ul>	20
II	<ul style="list-style-type: none"><li>● Asking for train to go a place (practice &amp; Q-A)</li><li>● Going together with someone (practice &amp; Q-A)</li><li>● Conversation at shop (practice &amp; Q-A)</li><li>● Going to a place by train (practice &amp; Q-A)</li><li>● Refusing an invitation (practice &amp; Q-A)</li><li>● Speaking about own opinion (of festival etc.) (practice &amp; Q-A)</li></ul>	20
III	<ul style="list-style-type: none"><li>● Paying bill at a shop (practice &amp; Q-A)</li><li>● Taking a Taxi (practice &amp; Q-A)</li><li>● Asking for help (for using ATM, etc.) (practice &amp; Q-A)</li><li>● Talking about hobby (practice &amp; Q-A)</li><li>● Renting a house (practice &amp; Q-A)</li><li>● Expressing Gratitude (practice &amp; Q-A)</li></ul>	20

### Textbooks

- Minna no Nihongo 1-1 Textbook (CD)
- Minna no Nihongo 1-1 Translation  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)

**SUJECT: Elementary Japanese Speaking Skills**  
**CODE: JAP 102L**  
**CATEGORY: Skill Education Component**

**Objective(s)**

- To enable learners to speak and communicate using simple and basic Japanese expressions, as well as describe the day-to-day activities.

**Learning Outcomes**

- Learners will be able to converse about the routine matters.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Introduction to Japanese Scripts (sounds): Hiragana &amp; Katakana</li><li>● Classroom Language, Everyday Expressions &amp; Numbers</li><li>● Greetings &amp; Self introduction</li><li>● Greeting at first meeting</li><li>● Asking till what time a place is open</li></ul>	30
II	<ul style="list-style-type: none"><li>● Asking for train to go a place</li><li>● Going together with someone</li><li>● Conversation at shop</li><li>● Going to a place by train</li><li>● Refusing to an invitation</li><li>● Speaking about own opinion (of festival etc.)</li></ul>	30
III	<ul style="list-style-type: none"><li>● Paying bill at a shop</li><li>● Taking a Taxi</li><li>● Asking for help (for using ATM, etc.)</li><li>● Talking about hobby</li><li>● Renting a house</li><li>● Expressing Gratitude</li></ul>	30

**Textbooks**

- Minna no Nihongo 1-1 Textbook
- Minna no Nihongo 1-1 Translation [To be used on limited basis to avoid over-dependency.]  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)

**SUBJECT: Elementary Japanese Writing Skills**

**CODE: JAP 103**

**CATEGORY: Skill Education Component**

**Objective(s)**

- To enable learners to use the frequently used basic expressions in writing in the form of small paragraphs on certain topics (listed below).

**Learning Outcome(s)**

- Learners will be able to write about routine activities as well as basic information on country, hobby, friends, etc.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Introduction to Japanese Scripts (written form): Hiragana, Katakana &amp; Kanji (Basics of writing style, stroke order, etc.)</li></ul>	30
II	<ul style="list-style-type: none"><li>● My daily routine</li><li>● My house</li><li>● My friend</li><li>● Favourite food/ place</li><li>● Family</li></ul>	15
III	<ul style="list-style-type: none"><li>● My university</li><li>● Any Indian city</li><li>● My birthday</li><li>● Hobby</li><li>● Favourite story</li><li>● Convenience store/ mall</li><li>● Famous personality</li><li>● Grandparents</li></ul>	15

**Textbooks**

- Minna no Nihongo 1-1 Textbook
- Minna no Nihongo 1-1 Translation [Restricted use]  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)

**Reference Textbooks**

- Minna no Nihongo Yasashii Sakubun  
<https://www.goodreads.com/book/show/6376218-minna-no-nihongo>

**SUBJECT: Elementary Japanese Grammar Skills**  
**CODE: JAP 104**  
**CATEGORY: Skill Education Component**

**Objective(s)**

- To enable learners to acquire the linguistic competence as well as to be able to understand the basic sentence patterns for sentence formation.

**Learning Outcome(s)**

- Learners will be able to create new sentences.

Unit	Topics	Hours
I	<ul style="list-style-type: none"> <li>● Basic sentence patterns (N1 wa N2 desu; kore wa N1 desu; N1 no N2 desu; koko wa N1 desu)</li> <li>● Time &amp; Action Ima (time) desu; (time) ni V masu; ~kara~made N1 de N2 e ikimasu N1 wa place de N2 wo V masu N1 wo onegaishimasu</li> </ul>	12
II	<ul style="list-style-type: none"> <li>● Adjectives &amp; Existence N1 wa adjective desu N1 wa N2 ga suki desu Place ni N1 ga arimasu/ imasu</li> <li>● Counters for different objects</li> </ul>	12
III	<ul style="list-style-type: none"> <li>● Comparison &amp; Desire N1 wa N2 yori adjective desu Person wa ~ga hoshii desu ~tai form</li> </ul>	12
IV	<ul style="list-style-type: none"> <li>● Request/ Order/ Permission ~te kudasai ~temo iidesuka ~nakereba narimasen</li> </ul>	12
V	<ul style="list-style-type: none"> <li>● Can do &amp; Give-Take N1 ga dekimasu/ ~kotoga dekimasu ~moraimasu/ ~agemasu</li> <li>● Conditions ~to; ~ba; ~tara; ~nara</li> </ul>	12

**Textbooks**

- Minna no Nihongo 1-1 Textbook
- Minna no Nihongo 1-1 Translation [Restricted use]  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)

**Reference Textbooks**

- Minna no Nihongo 1 workbook: Hyojun Mondaishu  
<https://www.amazon.in/Minna-Nihongo-Shokyu-Dai-Mondaishu/dp/4883196062>

**SUBJECT: Elementary Japanese Reading Skills**

**CODE: JAP 105**

**CATEGORY: Skill Education Component**

**Objective(s)**

- To enable learners to be able to read small paragraphs on some basic topics (listed below).

**Learning Outcome(s)**

- Learners will be able to recognize and read the kanji and the script. In addition, learners will be able to comprehend the expression while reading.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Introduction to Japanese Scripts (reading): Hiragana &amp; Katakana</li><li>● My everyday</li><li>● Weekend</li><li>● My house</li><li>● Which shop is good?</li><li>● Life of a dog</li><li>● Email from a friend</li><li>● Santa clause</li><li>● Cities of Japan</li></ul>	30
II	<ul style="list-style-type: none"><li>● Japanese language exam</li><li>● Children library</li><li>● Mt. Fuji</li><li>● Dairy</li><li>● Kangaroo</li><li>● Shotoku Taishi (Japanese historic personality)</li><li>● My grandmother</li><li>● Things that I want</li></ul>	30

**Textbooks**

- Minna no Nihongo 1-1 Textbook [depending on the progress in the class, lessons of main text book can be used for reading also.]

- Minna no Nihongo 1-1 Translation [Restricted use]

[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)

**Reference Textbooks**

- Minna no Nihongo Yasashii Sakubun

<https://www.goodreads.com/book/show/6376218-minna-no-nihongo>



**SUBJECT: History of Japan**  
**Code: GEC 101**  
**Category: General Education Component**

**Objective(s)**

- To introduce the history of Japan to the learners.

**Learning outcome(s)**

- Learners will be familiar with the basic information related Japanese history.

Unit	Topics [Outline; using bilingual material]	Hours
I	<ul style="list-style-type: none"><li>● Geography of Japan</li><li>● Japanese History, including<ul style="list-style-type: none"><li>○ Ancient Jomon/Yayoi/Kofun</li><li>○ Nara/Heian/Taisho/Showa</li></ul></li></ul>	30
II	<ul style="list-style-type: none"><li>● Origin of Japanese people</li><li>● Sources of Japanese culture</li><li>● Characteristics of Japanese culture</li><li>● Japanese Concepts of Nature/Religion</li></ul>	30

Books

- i. Material may be prepared using internet resources as per the requirement.
- ii. Japan as it is (Japanese-English), Gakken
- iii. Nippon The land and its people, Nippon Steel Corporation, Gakseisha
- iv. The Japan Book, Kodansha International

**SUBJECT: Introduction to Japanese Work Culture**  
**Code: GEC 102**  
**Category: General Education Component**

**Objective(s)**

- To introduce the work culture in Japan.

**Learning outcome(s)**

- Learners will be able to understand the working style of Japanese people in a better way.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Japanese work ethic</li><li>● Festivals and relaxing in Japanese style</li><li>● Japanese Aesthetics</li><li>● Group culture</li><li>● Giri and ninjo</li></ul>	30
II	<ul style="list-style-type: none"><li>● Production Management</li><li>● Manufacturing / Safety</li><li>● 5S / Trouble / Employee / Positions</li><li>● Departments of a company / Duty-work</li><li>● Organization / Working / Daily work</li><li>● Horenso / Meeting &amp; gathering / Training / Documents</li></ul>	30
III	<ul style="list-style-type: none"><li>● Sales / Quality control</li><li>● Investigating the meaning of signs</li><li>● Listening to explanation of rules and etiquette</li><li>● Listening to disaster announcements</li><li>● Listening to explanations on plant tour</li><li>● Listening to plans and instructions</li></ul>	30

**Books**

- i. Material may be prepared using internet resources as per the requirement.
- ii. Japan as it is (Japanese-English), Gakken
- iii. Gemba no Nihongo (Manufacturing) Tangochou, AOTS, 3A Publication
- iv. Gemba no Nihongo, Kisohen and Ooyohen, AOTS, 3A Publication

**SUBJECT: Entrepreneurship**  
**Code: OMS 501**  
**Category: General Education Component**

**Objectives:**

- Enable the students to develop the insight needed to discover and create entrepreneurial opportunities.
- Successfully start and manage their own business to take the advantage of those opportunities.

**Learning Outcomes:**

- The course will create awareness among the students about the entrepreneurship and factors that will help in facilitating the entrepreneurial development with a focus on new ventures/ start-ups.

Units	Topics	Learning outcomes
Unit-1	Introduction to Entrepreneurship	Introduction to Entrepreneurship, , Entrepreneurial Mindset, Characteristic of an Entrepreneur, Advantages and disadvantages of Entrepreneurship
	Recognize Opportunity	Purpose of all businesses, Types of Entrepreneurial organizations, Types of Enterprises
	Creativity & Innovation	Marketing, 4Ps of Marketing, Process of Marketing, Marketing Mix, 7Ps of Marketing
	Conception & Ideation	Business Plan and its elements, Application of Business Plan
	Are you a risk taker?	Entrepreneurs, types of Entrepreneurs, Roles and Responsibilities of Entrepreneurs, Qualities of an Entrepreneur
	Identify Your Customer	Customer segmentation, Criteria for selling customer value proposition, Customer Lifecycle
Unit-2	Self Confidence and Resilience	4 Ps of Entrepreneurship, Qualities of successful entrepreneur, Self-confidence, Positive attitude, Overcoming the fears, Recover from Failure
	Success and Failure Stories of Famous Entrepreneurs – 1	Steve Jobs Success Story, Mumbai Dabbawala delivery success Story
	Never Give Up	Importance of Focusing energy on Business, Importance of Business Networking and its advantages
	Competition Analysis	Competition Analysis, Factors affecting competition strategies, Prerequisites of successful enterprise

	Risks – Identification and Mitigation	Business Risk, Types of Business Risks, Risk Identification, Risk Mitigation,
	Getting Money for Business	Concept Of Funding, Basics terms of Accounting, Types of Funding,
Unit-3	Dream and Achieve	Vision, Mission and Goals, Business Ethics, SMART goals, entrepreneurial work ethics
	Leadership and Team Spirit	Lead by example, Importance of Embracing diversity, Role of Emotional Intelligence to be a leader.
	Success and Failure Stories of Famous Entrepreneurs – 2	
	Serving the Society	Roles of Entrepreneurs in society, Selfless Entrepreneurship,
	Taking Ownership	Taking complete ownership, taking control over the business
	Adapt to Change	Porters competition strategies, Factors affecting business,
	Discover Yourself	Qualities of the successful entrepreneur
Unit-4	Problem Solving: Introduction to Critical Thinking	Critical Thinking, Applying critical thinking, REASON Model of Critical Thinking
	Problem Solving: Introduction to Creative Thinking	Creative thinking, Importance and benefits of Creative thinking, Creative thinking in problem solving
	Problem Solving: Introduction to Decision Making	Decision making, Effective decision making process



	4Ps of Marketing – PDF	4Ps- Product, Place, Price, Promotion, Apply 4Ps to marketing Strategy into action
	Costs in Entrepreneurship – PDF	Cost, types of Costs, Introduction to Accounting Basics, main methods of Accounting, Financial Documents, P&L statements, Working capital
	Applicable Sources of funding and Regulatory and Statutory rules – PDF	Regulatory and statutory rules for an Entrepreneur, Business Loans for startups and MSMEs by Indian Government
Unit-5	Analysis of success and failure stories – PDF	Analysis of success and failure stories, Key skills involved in the successes of entrepreneurs
	Identification of one's entrepreneurial skills and knowledge – PDF	Identify various skills and characteristics to be an entrepreneur, Effective Ways to Build Entrepreneurial Skills, Develop or Improve your Entrepreneurial Skills ,
	Legal Issues	Intellectual Property Rights, patents, trademarks, copyrights, trade secrets, licensing, franchising

**Suggested Reading:**

- Dollinger, MJ, Entrepreneurship- Strategies and Resources, Pearson Education.
- Desai, Vasant, Entrepreneurship Development, Himalaya Publishing House.
- Gupta, C.B. and Srinivasan, P., Entrepreneurship Development, Sultan Chand & Sons.
- Charanthimath, P.M., Entrepreneurship Development and Small Business Enterprise, Pearson Education.



## Semester II

**SUBJECT: Intermediate Japanese Listening Skills**

**CODE: JAP 106**

**CATEGORY: Skill Education Component**

### Objective(s)

- To enable learners to Understand the pronunciation and usage of simple and basic Japanese expressions as well as be able to understand the day-to-day activities.

### Learning Outcome(s)

- Learners will be able to understand the basic and routine matters through listening.

[Note: In the Textbook, speaking and listening sections overlap as the topics are same for both the sections.]

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Waste disposal (practice &amp; Q-A)</li><li>● Furniture (practice &amp; Q-A)</li><li>● Learning English (practice &amp; Q-A)</li><li>● Forgotten things (practice &amp; Q-A)</li></ul>	10
II	<ul style="list-style-type: none"><li>● Survival bag (practice &amp; Q-A)</li><li>● Cooking (practice &amp; Q-A)</li><li>● Hospital (practice &amp; Q-A)</li><li>● Parking violation (practice &amp; Q-A)</li><li>● Tea ceremony (practice &amp; Q-A)</li><li>● Winter holiday (practice &amp; Q-A)</li><li>● Exercise (practice &amp; Q-A)</li><li>● Kinkakuji (Japanese temple name) (practice &amp; Q-A)</li></ul>	10
III	<ul style="list-style-type: none"><li>● Children story (practice &amp; Q-A)</li><li>● Office (practice &amp; Q-A)</li><li>● Sorry for late coming (practice &amp; Q-A)</li><li>● Parent-Teacher meet (practice &amp; Q-A)</li><li>● Congratulating for Marriage (practice &amp; Q-A)</li><li>● Salary/ Bonus (practice &amp; Q-A)</li><li>● Family picture (practice &amp; Q-A)</li><li>● Salon visit (practice &amp; Q-A)</li></ul>	10

### Textbooks

- Minna no Nihongo 1-2 Textbook (CD)
- Minna no Nihongo 1-2 Translation (CD)  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)



**SUBJECT: Intermediate Japanese Speaking Skills**  
**CODE: JAP 107L**  
**CATEGORY: Skill Education Component**

**Objective(s)**

- To enable learners to speak and communicate using simple and basic Japanese expressions including those learnt in semester I, as well as describe the day-to-day activities.

**Learning Outcomes**

- Learners will be able to converse about the routine matters.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Waste disposal</li><li>● Furniture</li><li>● Learning English</li><li>● Forgotten things</li><li>● Survival bag</li><li>● Cooking</li><li>● Hospital</li><li>● Parking violation</li></ul>	40
II	<ul style="list-style-type: none"><li>● Tea ceremony</li><li>● Winter holiday</li><li>● Exercise</li><li>● Kinkakuji (Japanese temple name)</li><li>● Children story</li><li>● Office</li><li>● Sorry for late coming</li><li>● Parent-Teacher meet</li><li>● Congratulating for Marriage</li></ul>	40
III	<ul style="list-style-type: none"><li>● Salary/ Bonus</li><li>● Family picture</li><li>● Salon visit</li><li>● Making request politely</li><li>● Asking for forgiveness explaining the reason</li><li>● Leaving a message for someone</li><li>● Recommending something</li></ul>	40

**Textbooks**

- Minna no Nihongo 1-2 Textbook
- Minna no Nihongo 1-2 Translation [Restricted use]

[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)

- Minna no Nihongo Intermediate book chukyuu 1



**SUBJECT: Intermediate Japanese Writing Skills**  
**CODE: JAP 108**  
**CATEGORY: Skill Education Component**

### Objectives

- To enable learners to use the frequently used basic expressions in writing in the form of small paragraphs on certain topics (listed below).

### Learning Outcomes

- Learners will be able to write about routine activities as well as basic information on country, hobby, friends, etc.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Kanji</li><li>● Outline for essay writing</li><li>● Use of genkoyoushi</li></ul>	50
II	<ul style="list-style-type: none"><li>● Personality you want to meet</li><li>● Favourite character of a story</li><li>● Writing about an event</li><li>● Earthquake experience</li><li>● Your dream house</li><li>● Fortune-telling</li><li>● Cooking method of any dish</li></ul>	20
III	<ul style="list-style-type: none"><li>● About Idiom</li><li>● Transportation mode</li><li>● Famous place/ building</li><li>● Siblings</li><li>● Traditional cloth</li><li>● Any famous incident</li><li>● Old tales (mukashibanashi)</li><li>● Weekend dairy</li><li>● Marriage ceremony</li></ul>	20

### Textbooks

- Minna no Nihongo 1-2 Textbook
- Minna no Nihongo 1-2 Translation [Restricted use]  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)





**SUBJECT: Intermediate Japanese Grammar Skills**

**CODE: JAP 109**

**CATEGORY: Skill Education Component**

**Objectives**

- To enable learners to acquire the linguistic competence as well as to be able to understand the basic sentence patterns for sentence formation.

**Learning Outcomes**

- Learners will be able to create new sentences as well as will be able to use the new grammatical patterns in writing.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Potential form/ Ability ~ga V (potential form) ~ga dekimashita</li><li>● Continuation of Action ~nagara ~te imasu ~shi~shi</li><li>● Situation/ State ~te arimasu ~te imasu ~te shimaimasu ~te okimasu</li></ul>	12
II	<ul style="list-style-type: none"><li>● Probability ~ta hou ga ii desu ~V deshou ~V kamoshirenai</li><li>● Imperative (order) Group I, II &amp; III verbs</li><li>● Conditional form ~ba~adj desu ~ba~V masu ~nara~adj desu</li></ul>	12
III	<ul style="list-style-type: none"><li>● Passive ~ V passive form (common) ~ V passive form (trouble) ~ V passive form (universal)</li><li>● Reason ~ V te form ~ de ~ no de</li><li>● Honorifics &amp; Polite ~ itadakimasu ~ kudasaimasu</li></ul>	12



	<p>~ yarimasu ~ te itadakimasu ~ te kudasaimasu ~ te yarimasu</p>	
IV	<ul style="list-style-type: none"><li>● Purpose ~ tame ni ~ no ni</li><li>● Youtai ~ V masu + sou desu ~ adj + sou desu ~ te kimasu</li><li>● Compound verbs ~ sugimasu ~ yasui ~ adj + ~ te kudasai</li><li>● Condition ~ baai wa~ ~ no ni ~</li></ul>	12
V	<ul style="list-style-type: none"><li>● Asking/ Statements ~te moraimasenka/ itadakemasenka ~no you da; ~to iu no wa ~ mitai da</li><li>● Causative/ Situation ~ sasete moraemasenka ~ koto ni suru/ shite iru ~ koto ni naru/ natte iru ~ te hoshii ~ de aru ~ chau/ ~ toku</li></ul>	12

#### Textbooks

- Minna no Nihongo 1-2 Textbook
- Minna no Nihongo 1-2 Translation [Restricted use]  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)
- Minna no Nihongo Intermediate book chukyuu 1

#### Reference Textbooks

- Minna no Nihongo Yashashii Sakubun  
<https://www.goodreads.com/book/show/6376218-minna-no-nihongo>



**SUBJECT: Intermediate Japanese Reading Skills**  
**CODE: JAP 110**  
**CATEGORY: Skill Education Component**

**Objective(s)**

- To enable learners to acquire the competence in reading as well as to be able to understand the small paragraphs on selected topics (listed below).

**Learning Outcome(s)**

- Learners will be able to read and comprehend short passages in Japanese.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Basics of reading as an activity</li><li>● Outline of reading techniques</li><li>● Space</li><li>● Doraemon (Japanese cartoon character)</li><li>● Foreign students' get-together</li><li>● Earthquake</li><li>● Dream</li><li>● Going back to village</li></ul>	20
II	<ul style="list-style-type: none"><li>● Horoscope</li><li>● Wishing good luck</li><li>● Preparing Japanese food</li><li>● Japanese idiom</li><li>● Vehicles</li><li>● Two sisters</li><li>● Kimono</li><li>● Theft</li><li>● Story of Urashimataro</li><li>● Cup noodles</li><li>● Dairy of Mr. Suzuki</li></ul>	20
III	<ul style="list-style-type: none"><li>● Marriage</li><li>● Tatami</li><li>● Loan words</li><li>● Phone calls</li><li>● Map</li><li>● Karaoke</li><li>● Living in Japan</li></ul>	20

**Textbooks**

- [Minna no Nihongo 1-2 Textbook](#)
- [Minna no Nihongo 1-2 Translation \[Restricted use\]](#)  
[https://www.amazon.in/dp/B09KTYZVXR/ref=cm\\_sw\\_r\\_apan\\_glt\\_i\\_3YS0PG0WJAM6VHZGAB7Y](https://www.amazon.in/dp/B09KTYZVXR/ref=cm_sw_r_apan_glt_i_3YS0PG0WJAM6VHZGAB7Y)
- [Minna no Nihongo Intermediate book chukyuu 1](#)

**Reference Textbooks**

- [Minna no Nihongo Yashashii Sakubun](#)  
<https://www.goodreads.com/book/show/6376218-minna-no-nihongo>



**SUBJECT: Business Japanese Language**

**Code: GEC 103**

**Category: General Education Component**

**Objective(s)**

- To enable learners to understand the expression used during business conversation at a workplace or office.

**Learning outcome(s)**

- Learners will be able to provide the required services at the workplace.

Unit	Topics*	Hours
I	<ul style="list-style-type: none"><li>● Exchange of Business cards</li><li>● Telephone for appointment</li><li>● While boss is out</li><li>● Scheduling</li><li>● Place an order</li></ul>	30
II	<ul style="list-style-type: none"><li>● Instruction of jobs</li><li>● Pre-stage coordination</li><li>● Discuss the proposal</li><li>● Business meeting</li><li>● Prepare for a dinner / at the dinner</li></ul>	30

**Books**

- i. Material may be prepared using internet resources as per the requirement.
- ii. Business Japanese text material of AOTS



**SUBJECT: Introduction to Japanese Society/ Economy**  
**Code: GEC 104**  
**Category: General Education Component**

**Objective(s)**

- To introduce learners the key contemporary issues of Japanese society/ Economy.

**Learning outcome(s)**

- Learners will be aware of Japanese society/ Economy and the related issues.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Aging population / Low birth rate</li><li>● Healthcare</li><li>● Education system &amp; related issues</li><li>● Issues related to women</li></ul>	20
II	<ul style="list-style-type: none"><li>● Family system</li><li>● Industrial relations</li><li>● The Japanese workweek and wages</li><li>● A day in the life of businessman / Retirement</li><li>● TITP / SSW</li></ul>	25

**Books**

- i. Material may be prepared using internet resources as per the requirement.
- ii. Japan as it is (Japanese-English), Gakken
- iii. The Japan Book, Kodansha International



**SUBJECT: Japanese Work Culture-2**  
**Code: GEC 105**  
**Category: General Education Component**

**Objective(s)**

- To introduce learners the Japanese work culture.

**Learning outcome(s)**

- Learners will be aware of Japanese work culture.

Unit	Topics	Hours
I	<ul style="list-style-type: none"><li>● Review of Japanese work culture by using supplementary material, for example expression used in<ul style="list-style-type: none"><li>○ Hospitality sector</li><li>○ Nursing care</li></ul></li></ul>	40
II	<ul style="list-style-type: none"><li>● Sharing plans</li><li>● Confirming plans</li><li>● Asking about how to use things</li><li>● Communicating when you do not feel well</li><li>● Communicating when you will be late</li><li>● QC Circle (Basics)</li></ul>	40
III	<ul style="list-style-type: none"><li>● About Japanese Management Practices<ul style="list-style-type: none"><li>○ 5S / Gemba Kaizen / Nichijo kanri</li><li>○ QC Practices for beginners</li><li>○ About TPM</li><li>○ About TQM</li><li>○ Mieruka (Visualization)</li></ul></li></ul>	40

**Books**

- i. Material may be prepared using internet resources as per the requirement.
- ii. *Hoteru no Jitsumu Eikaiwa*, by Hotel New Otani, Plaza Publication
- iii. *Fundamentals of QC circle*, JUSE Press
- iv. *Gemba no Nihongo*, Kisohen and Ooyohen, AOTS, 3A Publication
- v. *TPM Encyclopedia*, JIPM
- vi. *Nichijo Kanri no kiban*, Hiroshi Kubota, Nihon Kikaku Kyokai
- vii. *Mieruka ga anata no kaisha wo kaeru*, Hiroshi Kubota, Nihon Kikaku Kyokai