

Dear Mandarin Certificate Course student,

欢迎！ Welcome to join our class, and hope you will enjoy this course. The followings are key information you need for the study of this course.

**Teaching**

16 hours of classes in the MT, 22 hours of classes in the LT, 2 hours of classes in the ST.

MT starts on 21/10/2019, and ends on 13/12/2019

LT starts on 20/01/2020, and ends on 03/04/2020

ST starts on 04/05/2020, and ends on 11/05/2020

**Important dates**

Oral exam (30%) towards the end of LT, usually in Week 10.

**Assessment**

Continuous Assessment (70%) consists of a variety of course work and/or project work over MT and LT. Late submissions without valid reasons will be marked as 0.

**Attendance**

If you cannot attend a lesson, please email your teacher as early as possible. Students who wish to be away due to good reasons must inform the class teacher in advance. If you miss two consecutive lessons you will receive a warning email. If you miss three lessons, you are risking being withdrawn from the course. Therefore, it’s important to let your teacher know if you cannot attend the class.

**The use of Moodle**

You can find all related teaching materials on our Moodle site. Moodle is also used for submitting your continuous assessment pieces. It is a password protected web environment that contains a range of teaching resources, activities, assignments, information and discussions for courses. The content of Moodle is the responsibility of the teacher and so it will vary from course to course. You can access Moodle from any computer connected to the internet, on and off campus. Go to moodle.lse.ac.uk/ and use your LSE user name and password to log in. If you have any technical problems with Moodle you should contact the helpdesk at [itservicedesk@lse.ac.uk](mailto:itservicedesk@lse.ac.uk).

**Additional support**

**Chinese Online Self-assessment centre (COS)**

The Online Self-Assessment Centre is an interactive course via Moodle. Currently, it contains practices and assessments for all the key grammar points across 5 levels (up to LN719). It also contains Listening and Reading CAs for most of the certificate courses. It is ideal for revision and self-study.

**Language events organised by the Language Centre**

Language Centre organises a wide range of language and social events for learners, including Film Clubs, Career Events, Chinese New Year Celebration, Conversation Circles, Bitesize Speaking sessions and so on. You can find more details from the link below:

<http://www.lse.ac.uk/language-centre/current-students/language-community>

**Study trips**

We organise Summer Programmes for students to experience China in Shanghai. The Fudan Summer Course has multiple levels. Please watch up for related information in due course. Our summer programme is a unique opportunity to study Mandarin intensively in a native environment in China.

**Communication and feedback**

Please first let your class-teacher know (by talking to her/him during the break, or sending an email, or talking to your class representative). Our teachers hope all students to enjoy the course and develop language skills. It is important for them to know about your thoughts about the course.

If you feel the problem is unsolved, please email the assistant coordinator Dr Lijing Shi [l.shi3@lse.ac.uk](mailto:l.shi3@lse.ac.uk) or the coordinator Dr Catherine Xiang [h.xiang@lse.ac.uk](mailto:h.xiang@lse.ac.uk). We welcome and value students’ feedback.

For the answers to other frequently asked questions, please check <http://www.lse.ac.uk/language/ModernForeignLanguages/Certificate/FAQs.aspx>

Best regards,

Mandarin Team, the Language Centre, LSE