

開南大學 95 年度 第 1 學期 應用英語 學系科目教學計劃表

28 (1/1)

Course Code	Subject Name	Teacher Name	Course Type	Course Level	Credit Hours	Clock Hours
305040211 班次 1	Chinese : 國際禮儀(上)	Dr. Miller	Required	4 年 班		
	English : International Courtesy	Prerequisites	n/a			

Course Description & Purpose
This class is designed to enhance students' awareness of international customs throughout the world. International business practices are a focal point. Students will develop and expand their oral and written vocabulary. Class participation is essential. English listening, reading, oral skills will be important components of this class. Tests will be given periodically throughout the semester.

Methodology Lecture, Discussion, Practical Training, Q&A

Evaluation Quizzes 70% ◦ Final 20% ◦ Participation 10%

Textbook & References
Author、Title、Publisher、Place、Year ◦
Laura M. English & Sarah Lynn, Business Across Cultures, Longman Publishing 1995 ISBN#0-201-82532-5

Course Outline :

Week 1: Introduction

Weeks 2-4: Stereotypes Across Cultures

Week 5-7: Making Initial Contacts

Week 8-10 Hospitality

Week 11-13 Perspectives Regarding Time

Week 14-16: Negotiations

Week 17: Course Review

Week 18: Final Exam

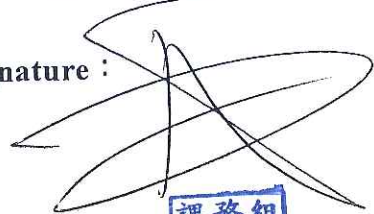
說明：

- 授課教師於學期前填寫本表，經課程委員會審核後，影印分送給教師所屬課程委員會召集人，授課班級所屬系、所及教務處課務組；並於開始上課時，將本內容向學生說明。
- 本表於 91.4.23 第四次校課程委員會討論通過。

Curriculum Committee :

應英系主任 李健美

Teacher Signature :



課務組
95.11.23
收文章