

科目代碼	科目名稱	授課教師	修別	開課年級	學分數	每週時數
	中文：觀光英文 (上)	Ian Clarke	<input type="checkbox"/> 必修 <input type="checkbox"/> 選修	3年 1班		
	英文：Tourist English	先修課程				
教學目標與內容	<p>Aim: The purpose of this course is to develop a variety of English language skills relevant to the tourism industry.</p> <p>Content: Students will learn basic skills required for effective communication in the tourism and hospitality industries using a variety of authentic tourist materials and practical exercises. In addition to important vocabulary and grammar, students will study effective communication strategies and important social and cultural aspects of language use relevant to this industry and develop critical skills in using this basic knowledge in a real-world context.</p>					
實施方法	<input checked="" type="checkbox"/> 講解法。 <input checked="" type="checkbox"/> 實作法。 <input type="checkbox"/> 討論法。 <input checked="" type="checkbox"/> 演習法。 <input checked="" type="checkbox"/> 問答法。 <input type="checkbox"/> 其他 ( )。					
評量方式	期中測驗 30%。 期末測驗 30%。 平時成績 40%。 其他 ( ) 成績□□%。					
授課使用及參考書籍	(請按作者、書名、版別、出版商、發行地、出版年份、起訖頁數順序填寫)。					
	English for International Tourism: Intermediate Students' Book Peter Strutt Longman ISBN: 0-582-479835					
科目簡介(可含大綱及教學進度)：						
<p>Week 01 Orientation</p> <p>Week 02-03 careers in Tourism. Jobs and duties. Writing a CV. Job interviews.</p> <p>Week 04-05 Destinations. Describing destinations. Preparing and giving presentations.</p> <p>Week 06-07 Hotel Facilities. Describing facilities. Refurbishing hotels, writing a hotel description.</p> <p>Week 08 Tour Operators. Basic vocabulary for tour operators. Dealing with complaints and persuading customers to buy.</p> <p>Week 09 Mid-Semester Exam</p> <p>Week 10 Tour Operators (continued). Basic vocabulary for tour operators. Dealing with complaints and persuading customers to buy.</p> <p>Week 11-12 Dealing with Guests. Describing people. Dealing with complaints, solving overbooking problems.</p> <p>Week 13-14 Travel Agencies. Telephone language. Taking a telephone booking. Replying to an enquiry.</p> <p>Week 15-16 Hotel Reservations. Text messaging. Conferences and conventions. Take messages, sell a venue and write a formal letter.</p> <p>Week 17 Review</p> <p>Week 18 Final Exam</p>						

說明：

1. 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。
2. 本表於 91.4.23 第四次校課程委員會討論通過。

課程委員會召集人：



授課教師：

