

朝陽科技大學 092學年度第1學期教學大綱  
Workplace English 在職英文

當期課號	9902	Course Number	9902
授課教師	戴芳美	Instructor	FANG,MEITAI
中文課名	在職英文	Course Name	Workplace English
開課單位	校訂必修(二進)	Department	
修習別	必修	Required/Elective	Required
學分數	2	Credits	2
課程目標	本課程是進修部二技大三學生的一學期必修課程。本課程之目標在於幫助學生提升其英文溝通能力以及增加其職場的英文能力。	Objectives	This one-semester course is required for all junior students who are enrolled in the two-year evening program. The goal of this course is to help students enhance their overall English language proficiency as well as increase their workplace English skills.
教材	互動式及分組活動或寫作討論	Teaching Materials	Interaction, Group Activities, or Pair Writing Discussion
成績評量方式	出席,作業,測驗,課堂練習40%,期中考30%,期末考30%.	Grading	Attendance, Exercises, Tests, and Participation 40%, and Mid-term 30%, Final Exam 30%.
教師網頁	-		
教學內容	先從文法基礎做複習,有課外講義;之後每兩週教授教科書一章,並以CD(錄音帶)作聽力練習及口語訓練,另有錄影帶為輔助教材提供學生了解文化差異.	Syllabus	Basic grammar will be reviewed at the first three weeks of this semester. Then, one chapter of the textbook per two weeks will be gone through. Audio CD is to be used for listening and speaking practice use. Supplemental materials will be handouts and videotapes will also be provided as a component of this course.

尊重智慧財產權，請勿非法影印。