

朝陽科技大學 093學年度第1學期教學大綱
Workplace English 在職英文

當期課號	6272	Course Number	6272
授課教師	廖婉秀	Instructor	LIAO,WANG HSIU
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	Business Venture 1 By Roger Barnard & Jeff Cady (Oxford University Press)	Teaching Materials	
成績評量方式	1.期中考 – Written Test 20% 2.期末考 – Group Report 20% 3.平時 – 出席率 10%, Listening Test (五次) 25%, 課堂參與或團體活動 15% 課堂作業 10%	Grading	1. Mid-term : written Test 20% 2. Final Exam: Group Report 20% 3. -- attendance 10% Listening Test 25% participation 15% In-class assignment 10%
教師網頁	-		
教學內容	本課程為學期課程，是為在職學生所設計的。依據學生起始的程度與能力，使用不同的方法來達成預期目標：亦即在短期中加強學員在英語方面說讀聽寫等部門的技巧。特別會努力於讓學生活用以往學過的文法以及字彙英語智能，並且使學生更有自信的在許多的日常情景中使用英文。在完成此課程後，學生將更能運用許多不同的時式與英文語法結構來做自我表達。	Syllabus	This course is designed for working students and takes one semester to complete. According to the starting level and to the abilities of the students, different approaches are used to achieve the same goal, which is to improve the students' reading, writing, speaking, and listening skills in English in a short time.

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