

朝陽科技大學 093學年度第2學期教學大綱
English Conversation in the Workplace 在職英語會話

當期課號	6115	Course Number	6115
授課教師	廖婉秀	Instructor	LIAO,WANG HSIU
中文課名	在職英語會話	Course Name	English Conversation in the Workplace
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學生的一學期必修課程。本課程之目標在於延續學生以往所學之英語能力，尤其著重於加強其在職場之英語會話技巧。	Objectives	This one-semester course is required for all students who are enrolled in the two-year evening program. The purpose of this course is to expand the English language skills previously acquired by the students and especially to improve their conversational skills, with focus put on workplace dialogues.
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 – 筆試 20% 2.期末考 – 團體報告 30% a) 書寫報告 and b) 上台報告 3. 平時 -- 50% (上課參與, 聽力測驗, 分組練習)	Grading	1. Mid-term : written Test 20% 2. Final Exam: Group Report 30% a) paper report and b) oral presentaion 3. Particapatation, in-class performance, listening test, and group practice -- 50%
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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