朝陽科技大學 096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	3737	Course Number	3737
授課教師	陳數紅	Instructor	CHEN,SHU HUNG
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(二在)	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	Interchange third edition student's Book 1	Teaching Materials	Interchange third edition student's Book 1
成績評量方式	出席 10% 口語練習 40% 期中考 25% 期末考 25%	Grading	Participation 10% Oral practice 30% Mid-term 30% Final 30%
教師網頁	_		
教學內容	課程描述 本課程著重於加強學生的口語技巧。我們將有文法、聽力、發音及記筆記的學習。雖然這課程提供一個廣泛的學習, 但是我們的焦點仍然放在如何表達我們的想法上。 我們使用 Interchange Book 1 第三版本作爲我們的教科書。 首先我們將介紹教科書的內容; 然後延伸課本主題去發展新的想法，每一個主題都跟我們的真實生活的經驗有關。 學生須在課堂上多參與主題的討論。 Tentative Schedule Feb. 20 intro Feb. 27 pronunciation introduction Mar. 5 unit 1 Mar.12 unit 2 Mar.19 oral practice 1 Mar.26 unit 3 Mar.2 unit 4 Apr. 9 oral practice 2 Apr. 16 midterm listening and grammar Apr. 23 unit 5 Apr. 30 unit 6 May. 7 oral practice 3 May.14 unit 7 May. 21 unit 8 May. 28 oral practice 4 Jun. 4 unit 9 Jun.11 off Jun. 18 Final listening and grammar	Syllabus	Course description This course is aimed at improving students' communicative skills. We will learn English grammar, notes taking, pronunciation, and listening skills. Though it provides a broaden learning of English, our focus will be still on the skills of how to express our ideas. We use Interchange Third Edition student's Book 1 as our textbook. We will introduce the content of the textbook first; then we extend the background knowledge to develop new ideas. Each topic contains real-world experiences that are relevant to our lives. Students are encouraged to participate in discussions in class. Tentative Schedule 3/7 Introduction 3/14 unit 1 please call me Beth/ what, where, who and how 3/21 oral practice 3/28 unit 2 how do you spend your day/ wh- questions 4/4 oral practice 4/11 unit 3 how much is it? / Demonstratives: this, that, these, those 4/18 review 4/25 mid-term 5/2 unit 4 do you like rap? Yes, no, wh-questions with do 5/9 oral practice 5/16 unit 5 tell me about your family/ present continuous 5/23 oral practice 5/30 unit 6 how often do you exercise? / Adverbs of frequency 6/6 oral practice

			6/13 unit 7 we had a great time/ simple past tense 6/20 review 6/27 final

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