朝陽科技大學 097學年度第1學期教學大綱
Appreciation and Application of Chinese(II) 中文鑑賞與應用(二)

當期課號	1103	Course Number	1103
授課教師	莊文福	Instructor	,
中文課名	中文鑑賞與應用(二)	Course Name	Appreciation and Application of Chinese(II)
開課單位	校訂必修(四日)	Department	
修習別	必修	Required/Elective	Required
學分數	2	Credits	2
課程目標	中文鑑賞與應用（二）旨在強化學生語文訓練，因此設計出：自傳、履歷、書信、企劃書、文章書寫、書評、簡報…等相關內容，並要求配合時代趨勢，進行實際寫作活動，以期畢業後能實際運用在工作生活中。	Objectives	This course aims at enhancing the training of the students' Chinese language abilities. For this purpose, the contents of the course include: autobiography, curriculum vitae, letter, project proposal, literary writing, criticism, presentation, …. By matching the trends of today's workplace, students will engage in writing the contents mentioned above. We hope that students can apply their learning into their works when they graduate.
教材	◎教師隨堂講義	Teaching Materials	
成績評量方式	1.期中成績30% 2.期末成績30% 3.平時成績(出席率.上課表現.報告作業)40%	Grading	
教師網頁			
教學內容	一、自傳、履歷表撰寫要領 二、企畫書撰寫要領 三、書摘、書評撰寫要領 四、書信撰寫要領 五、會議文書撰寫要領 六、各類文學賞析與撰寫	Syllabus	This course aims at enhancing the training of the students' Chinese language abilities. For this purpose, the contents of the course include: autobiography, curriculum vitae, letter, project proposal, literary writing, criticism, presentation, …. By matching the trends of today's workplace, students will engage in writing the contents mentioned above. We hope that students can apply their learning into their works when they graduate.

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