朝陽科技大學 097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	3144	Course Number	3144
授課教師	林柳村	Instructor	LIN,LIEU TSUN
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	書名: Smart Choice 1B 或 Downtown English for Work and Life 作者: Ken Wilson 或Edward J. McBride 出版社: Oxford University Press 或 Thomson	Teaching Materials	Book: Smart Choice 1B OR Downtown English for Work and Life Author: Ken Wilson OR Edward J. McBride Publisher: Oxford University Press OR Thomson
成績評量方式	1.上課出席與課堂參與(25%) 2.作業與平時測驗(25%) 3.期中考(25%) 4.期末考(25%)	Grading	1. Class Attendance and Participation (25%) 2. Assignments and Quizzes (25%) 3. Mid-term Exam (25%) 4. Final Exam (25%)
教師網頁	_		
教學內容	本課程藉由教師授課與小組討論方式進行英語教學，著重於學生聽力與口語等能力；爲提高學生學習英文興趣，輔以英語CD與光碟，學生將學習到如何使用合適的職場英文單字、詞語與句子表達等。	Syllabus	This course provides an approach to learn English by means of lecture and group discussion, mainly focusing on students' listening and speaking ability. With its aims of increasing students' interests in learning English, audio-CD and CD-Rom are used as supporting tools. Students will learn how to use proper vocabulary, word and sentence expressions, etc in workplaces.

尊重智慧財產權，請勿非法影印。