朝陽科技大學 098學年度第1學期教學大綱
For the needs of study and employment Writing Skills 就學就業文書寫作

當期課號	0194	Course Number	0194
授課教師	謝金池	Instructor	HSIEH,CHIN CHIH
中文課名	就學就業文書寫作	Course Name	For the needs of study and employment Writing Skills
開課單位	中文寫作課群(日)	Department	
修習別	選擇必修	Required/Elective	Topics in Chinese Writing
學分數	2	Credits	2
課程目標	訓練學生運用本國語文表達之能力，使學生具備撰寫各類文書之常識，並諳熟各類應用文書撰寫之要領，因應就學、就業之需，加強相關文類之撰作知能。	Objectives	Training students to have the fundamental expressing ability of languages. Making them to have the general knowledge of all documents writing, and be well-skilled in the essentials of applied documents writing. For the needs of study and employment, enhancing the writing ability of being related to styles of writing.
教材	自編	Teaching Materials	
成績評量方式	期中考及平時成績各佔30%；期末考佔40%	Grading	
教師網頁	_		
教學內容	國文能力的培養，在於文字能力、文學能力、文化能力的精進，本課程希望可以在課程中融入以上要求，在教學上，再以現代文學訓練大家的文學鑑賞能力，至於文字能力則融合所有課程加以補充，希望可以增加大家中文的各種能力。	Syllabus	The purpose of the course is to broaden the scope and depth of students" appreciation for Chinese literature. In the mean time, it will enhance students" abilities in reading and writing. In classes, we will explore many domains of Chinese literature to study the use of words, expression, and culture. Therefore, students will not only improve their ability to appreciate literature but also enhance the ability in independent and logical thinking.

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