

朝陽科技大學 099學年度第1學期教學大綱
Workplace English 在職英文

當期課號	3158	Course Number	3158
授課教師	黃淑娟	Instructor	Huang, Eu Gene
中文課名	在職英文	Course Name	Workplace English
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大三學生的一學期必修課程。本課程之目標在於幫助學生提升其英文溝通能力以及增加其職場的英文能力。	Objectives	This one-semester course is required for all junior students who are enrolled in the two-year evening program. The goal of this course is to help students enhance their overall English language proficiency as well as increase their workplace English skills.
教材	書名: American Headway 2 作者及出版社: John and Liz Soars, Mike Sayer. Oxford University Press(敦煌,)	Teaching Materials	Text: American Headway 2 Authors and Publisher: John and Liz Soars, Mike Sayer. Oxford University Press(The Caves Bookstore, Cyut branch)
成績評量方式	1.期中考：20% 2.期末考：30% 3.出席率及課堂參與：30% 4.功課及報告：20%	Grading	1. Midterm 20% 2. Final 30% 3. Attendance & Participation 30% 4. Assignments and Reports 20%
教師網頁	-		
教學內容	第一週 課程介紹與溝通 第二週 Unit 1 第三週 Unit1 +project1 第四週 小考+Unit2 第五週 Unit 2+project2 第六週 小考 + Unit 3 第七週 Unit3 +project3 第八週 期中考 第九週 Unit4 第十週 Unit4 +project4 第十一週 小考+ Unit5 第十二週 Unit5+project5 第十三週 小考 + Unit6 第十四週 Unit6+project6 第十五週 小考 + Unit7 第十六週 Unit7+reviewing 第十七週 期末考 以上課程將視實際情況增加或調整英文聽、說、讀、寫等相關教材及活動。	Syllabus	Week 1 Orientation and Communication Week 2 Unit 1 Week 3 Unit 1+project1 Week 4 quiz + Unit2 Week 5 Unit2 +project2 Week 6 quiz + Unit3 Week 7 Unit3 +project3 Week 8 Midterm Week 9 Unit 4 Week 10 Unit4+project4 Week 11 quiz + Unit5 Week 12 Unit5+project5 Week 13 quiz + Unit6 Week 14 unit6+project6 Week 15 quiz + Unit7 Week 16 Unit7+reviewing Week 17 Final exam. English practices of L, S, R, W and the relevant material, activities will be added or adjusted depending on the practical situation.

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