



科目名稱 Course Title	職場英語溝通 English for the Workplace			課程代號 Course No.	IBM-175-01-A1
開課系級 Department	國際企業管理學系一年級甲班	學分數 Credit(s)	3	時數 Hour(s)	3
選別 Required or Elective	4-系必	開課別 Duration	半年 第一學期 Required,1st Semester		
授課教師 Instructor	林依頻				
缺曠課規定 Attendance Policy	缺曠課時數 (含事 / 病假) 達授課總時數三分之一 (18 小時) 以上者，學期成績以零分計。 Student will receive a semester grade of zero for a course if absences from class exceed one third (18 hrs) of total class hours.				
課程概要 Course Description	本課程旨為協助學生強化改善英語口語能力，在職場商務相關情境中有效率使用英語溝通。 On completion of this course, students will be able to: 1. speak and understand spoken English in real-life situations and business settings; 2. improve pronunciation and listening comprehension; 3. develop skills in the goal areas (intelligibility, vocabulary, grammar, presentation and interactive communication); 4. initiate and maintain verbal conversations.				
基本核心能力/系核心能力 Core Competency	核心能力	核心能力說明			
	具備建立企業實務運作之基本能力。				
	具備解讀國際行銷及商貿投資管理知識。				
	具備創新思維之基本能力。				
	具備外語溝通表達能力。				
	具備人文通識與專業倫理。				
	『註：該課程之核心能力以紅色表示。』				
教學目標 Course Objectives	On completion of this course, students will be able to: 1. speak and understand spoken English in real-life situations and business settings; 2. improve pronunciation and listening comprehension; 3. develop skills in the goal areas (intelligibility, vocabulary, grammar, presentation and interactive communication); 4. initiate and maintain verbal conversations. 				
授課方式 Approach to Instruction	1. 講述、討論、模擬實作 Lecturing, Discussions, Practice 2. 導入CDIO「構思 (Conceive)、設計 (Design)、實施 (Implement)、運作 (Operate)」教學模式。 Implementation of the Conceive-Design-Implement-Operate (CDIO) Approach. 				
課程授課語言 Course language	英語				

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是否自編教材 Whether self-edited textbooks	是
成績評定 Grading	◎平時評量 70%：平時評量：70% -出席 Attendance 10% -參與度 Participation 10% -課程活動&作業 Class Activities & Assignments 30% -平時考 Quizzes 20% ◎期末評量 20%：期末 20%： Oral Presentations ◎其他評量 10%：其他 10%： Learning Portfolio (Notes & Handouts) 學習歷程 (筆記與講義)
教科書與參考書目 Textbooks and References	教學用書： Selected teaching materials/ handouts/ worksheets 參考書籍： 1. Book Title: Speaking by Speaking, Skills for Social Competence Author: David W. Dugas/ Ronald T. DesRosiers Publisher: Compass Publishing ISBN: 978-1-59966-571-9 2. Book Title: Speaking of Speech Publisher: Macmillan publishers Limited Author: David Harrington and Charles LeBeau ISBN: 978-0-2307-2601-7
聯絡方式 Contact Info	教師Email: aplusteacherd@yahoo.com
備註 Remark	1. Please join LINE course group chat. 2. Instructor's Email: daisylin@g2.usc.edu.tw 3. Implementation of the Conceive-Design-Implement-Operate (CDIO) Approach.
週次 Weeks	進度內容 Syllabus
1 (09/07~09/13)	CDIO-CDIO Course Overview & Requirements Introduction to CDIO Implementation Learning Resources Speaking activity: My Prior Experience
2 (09/14~09/20)	CDIO-CDIO Learning Resources Speaking activity: Two Truth One Lie Pop-up Quiz
3 (09/21~09/27)	CDIO-CDIO Topical Vocabulary (Language Guide Website) Speaking/Listening activities Pop-up Quiz
4 (09/28~10/04)	Day off: Teacher's Day
5 (10/05~10/11)	Day off: Moon Festival

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6	(10/12~10/18)	CDIO-CDIO Socializing - Small Talk - Greetings Culture & Social Etiquette - Speaking/Listening activities
7	(10/19~10/25)	CDIO-CD World Currencies - Countries, Currencies, Symbols & Exchange Rates - Money Proverbs
8	(10/26~11/01)	CDIO-IO World Currencies - Countries, Currencies, Symbols & Exchange Rates - Speaking/Listening activity: Exchanging Money
9	(11/02~11/08)	Business Travel - Itineraries
10	(11/09~11/15)	CDIO-CD Business Travel - Signs - Timetables - Itineraries
11	(11/16~11/22)	CDIO-CD Companies - Departments & Positions
12	(11/23~11/29)	CDIO-CD Companies - Company Profiles
13	(11/30~12/06)	CDIO-CD Get Ready for Final Presentations - Guidelines of Final Presentations
14	(12/07~12/13)	CDIO-CD Get Ready for Final Presentations - Guidelines of Final Presentations
15	(12/14~12/20)	CDIO-IO Final Group Presentations (Topic to be announced)
16	(12/21~12/27)	CDIO-IO Final Group Presentations (Topic to be announced)
17	(12/28~01/03)	Day off: New Year's Day
18	(01/04~01/10)	彈性教學週 -以線上教學方式授課-原時段同步授課
19	(01/11~01/31)	

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