

DONGGUAN UNIVERSITY OF TECHNOLOGY

School of Economics and Management

Course Syllabus

Spring 2019

Course Information

Course Code	088882
Course Title	Basic Training in Spoken English 4
Instructor	Xiaoqing Lu
Class	2017 Economics and Finance (Financial Management Industry-University International Program)
Course Category	☒ Compulsory ☐ Elective
Credit(s)	2
Total Hours	18
Hours per week	2
Practical Hours	18
Lab Practice Hours	None
Classroom	Guangcheng 7410
Time	Thursday 8:30-10:10 am /Week
Office Hours	By Appt.
Required Textbook	Self-Compiled Lecture/ Book----A Practical Training Course of Oral Business English for Reference

Assessment and Grading

Assignments	Percent of Final Grade
Attendance	0%
Participation	40%
Group Project	60%
Total	100%

Course Description

The purpose of this class is to develop English speaking and comprehension abilities through practice. These classes focus on communicating about practical daily subjects and focus more on developing fluency than expanding vocabulary or refining grammar.

Course Objectives

This course has the following specific objectives:

- 1.To improve students’ listening and speaking skills
- 2.To strengthen students’ learning ability (predicting, taking notes, making inference, cooperating with others, etc.)
- 3.To enhance students’ culture literacy and intercultural awareness
- 4.To improve students’ independent and creative thinking ability

Course Expectations

1.Attendance—

Attendance for this class is very important and will constitute a large part of your grade

2.English—This is an English class. It is our target to require all of students speak English in Class ,but when meeting difficult situations ,students can use little Chinese terms instead just for better understanding.

3. Respect—

In this class we will be discussing different ideas and cultures and sharing our personal opinions. It is important to be respectful of your classmates and create a positive, warm and relaxed classroom environment at all times.

4.Cell Phones—Do NOT use your cell phones during class without permission.

Course Schedule

Week/Date	Topic	Required Reading and Assignments
1/ March 7	Course overview, objectives and requirements. Personal objectives.	Teacher’s Addressing
2/ March 14	Self-Introduction	Presentation in the class by students
3/ March 21	A Trip Experience	Presentation in the class by students
4/ March 28	How to handle Relationship with a Friend by Giving a example	Presentation in the class by students

5/ April 4	Business Reception	Introduction by Teacher Presentation by Students
6/ April 11	Business Trip	Introduction by Teacher Presentation by Students
7/ April 18	Product Introduction	Presentation by Students
8/ April 25	Exhibition	Situations Dialogues by Students
9/ May 2	Group Projects	Presentation by Students

Date: 2019.3.12

Approved

Reviewed by

Bitao Shi

Signature

BITAO SHI

Director of

Department of International Business and Management