

102-1 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	導遊與領隊實務(一)	Serial No. / ID	3211 / ETF1013
Dept.	歐洲文化與旅遊學士學位學程	School System / Class	大學日間部1年1班
Lecturer	李俊憲	Full or Part-time	專任
Required / Credit	Required / 3	Graduate Class	No
Time / Place	(四)789 / B302	Language	Chinese

Introduction	
The class introduces the practical operation of travel agency, tour guide and tour manager. Students will be encouraged to attend the National Exam to get the qualification of tour guide and tour manager.	

Outline	
<ol style="list-style-type: none">1. Introduction to travel agency, tour guide and tour manager2. Practical skill of being a tour manager3. Aviation ticketing and terminology of tourism4. Introduction to tourism and brief history of Taiwan5. Introduction to the geography of Taiwan6. Introduction to the history and geography of the World7. Regulation of immigration8. Regulations and rules for tourism administration9. Outdoor visiting - the CKS airport10. Introduction to the foreign money exchange.11. First aid during the tour12. Introduction of heritage and history around the World13. Interpretation14. Tour planning15. International etiquette16. Psychology and behaviors of tourist18. The maintenance of tourism resources19. Introduction of Mainland China	

Prerequisite	
None.	