

102-2 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	日文文書處理	Serial No. / ID	2698 / JLF3053
Dept.	應用日語學系	School System / Class	大學日間部1年1班
Lecturer	李美麗	Full or Part-time	專任
Required / Credit	Optinal / 2	Graduate Class	No
Time / Place	(四)78 / A406	Language	Chinese

Introduction
1.Learning to deal with computer software skills of Japanese instruments. 2.Acquisition of the ability to use computers to collect, process and use information. 3.Counselling obtain licenses typing in Japanese.(TQC)

Outline
Learning how in the Japanese operating system, make a right and both beautiful nature of Japanese articles.

Prerequisite
No