

99-1 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	導遊與領隊實務(一)	Serial No. / ID	1012 / RMM4073
Dept.	休閒事業管理學系	School System / Class	大學日間部4年1班
Lecturer	李俊憲	Full or Part-time	專任
Required / Credit	Optinal / 3	Graduate Class	Yes
Time / Place	(二)789 / H344	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 manager 2. Practical skill of being a tour manager 3. Aviation ticketing and terminology of tourism 4. Introduction to tourism and brief history of Taiwan 5. Introduction to the geography of Taiwan 6. Introduction to the history and geography of the World 7. Regulation of immigration 8. Regulations and rules for tourism administration 9. Outdoor visiting - the CKS airport 10. Introduction to the foreign money exchange. 11. First aid during the tour 12. Introduction of heritage and history around the World 13. Interpretation 14. Tour planning 15. International etiquette 16. Psychology and behaviors of tourist 18. The maintenance of tourism resources 19. Introduction of Mainland China

Prerequisite
None.