

99-1 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	國貿理論與實務	Serial No. / ID	1847 / JLF3020
Dept.	應用日語學系	School System / Class	大學日間部3年1班
Lecturer	邱惠玲	Full or Part-time	兼任
Required / Credit	Optinal / 2	Graduate Class	No
Time / Place	(一)34 / J112	Language	Japanese

Introduction

1. Introduce the practical process and procedure in doing business. Students are able to have some general understanding about Trade.
2. Introduce both Chinese and Japanese vocabulary related to trade in order to improve students ' understanding and skills in Japanese Trade.
3. Provide good Japanese business letter samples and train the students to write letters and apply skills in business letter writing.

Outline

This course focuses on the practical procedures and language skills for students in trade. One of the major policies is to improve student ' s language vocabulary both in Chinese and Japanese that are used in business. In order to improve students ' ability related to trade, students will be trained to write business letters in Japanese. In this way, students will be acquired certain ability related to business that are useful in their future career.

Prerequisite

Students should have the basic ability or Prerequisites:
Have taken beginner, intermediate Japanese language courses.