

愛知東邦大学 シラバス

開講年度(Year)	2023年度	開講期(Semester)	後期
授業科目名(Course name)	国際ビジネス特講 II		
担当者(Instructors)	Pilar Gutierrez	配当年次(Dividend year)	3
単位数(Credits)	2	必修・選択(Required / selection)	選択

■授業の目的と概要(Course purpose/outline)

This course is the second part of International Business course. Students will learn to communicate effectively in English at the workplace. Classes will highlight many of business practices and standard in International Business with real-life workplace scenarios such as making arrangements, traveling for work, job interview, and other business-related topics. There will be pair/ group projects and presentations to improve students' speaking skills that will be helpful working at an international business environment.

■授業形態・授業の方法(Class form)

授業形態(Class form)	講義
授業の方法(Class method)	講義

■各回のテーマとその内容(Each theme and its contents)

回数(Num)	テーマ(Theme)	内容(Contents)	メディア区分(Media)
第1回	Chapter 1 -Working Day	1.1 - Jobs and Job Descriptions 1.2 - Schedule tasks 1.3 - Workplace Survey 1.4 - Learners can greet visitor, make introductions, and talk about people and roles.	<input type="checkbox"/>
第2回	Chapter 3 - Changes	3.1 - Describe changes at work 3.2 - Write about changes at work 3.3 - Write about company' s performance 3.4 - Talk about how a project went	<input type="checkbox"/>
第3回	Chapter 4 - Traveling for Work	4.1 - Travel Arrangement 4.2 - Write messages to work 4.3 - Write and update email 4.4 - Set up a video call	<input type="checkbox"/>
第4回	Chapter 4 - Traveling for Work	4.1 - Travel Arrangement 4.2 - Write messages to work 4.3 - Write and update email 4.4 - Set up a video call	<input type="checkbox"/>
第5回	Chapter 8 - Jobs	8.1 - Talk about their previous work experience 8.2 - Compare people' s skills and experience 8.3 - Write a profile 8.4 - can ask and answer simple questions in a job interview	<input type="checkbox"/>
第6回	Chapter 8 - Jobs	8.1 - Talk about their previous work experience 8.2 - Compare people' s skills and experience 8.3 - Write a profile 8.4 - can ask and answer simple questions in a job interview	<input type="checkbox"/>
第7回	Mid-Term Report	Mid-Term Report	<input type="checkbox"/>
第8回	Chapter 2 -Doing Business	2.1 - Orders 2.2 - Place simple order on the phone 2.3 - Write a short email respond to an inquiry 2.4 - Make simple business arrangement	<input type="checkbox"/>
第9回	Chapter 2 -Doing Business	2.1 - Orders 2.2 - Place simple order on the phone 2.3 - Write a short email respond to an inquiry 2.4 - Make simple business arrangement	<input type="checkbox"/>

第10回	Chapter 5 -Organizing	5.1 - Talk about future intentions 5.2 - Leave a voice message and make simple arrangements 5.3 - Write a short message inviting and responding to invitations 5.4 - Give opinions on familiar topics	<input type="checkbox"/>
第11回	Chapter 6 - Products	6.1 - Speculate the future using will, won' t, and might 6.2 - Make and respond to complain 6.3 - Short description of a production process 6.4 - Can place an order	<input type="checkbox"/>
第12回	Chapter 7 - Competition	7.1 - Compare products with others or old version 7.2 - Explain the cost of the service 7.3 - Learners can compare services 7.4 - Can present a product	<input type="checkbox"/>
第13回	Chapter 7 - Competition	7.1 - Compare products with others or old version 7.2 - Explain the cost of the service 7.3 - Learners can compare services 7.4 - Can present a product	<input type="checkbox"/>
第14回	Chapter 7 - Competition	7.1 - Compare products with others or old version 7.2 - Explain the cost of the service 7.3 - Learners can compare services 7.4 - Can present a product	<input type="checkbox"/>
第15回	Final Report	Final Report	<input type="checkbox"/>

■授業時間外学習（予習・復習）の内容(Preparation/review details)

Do projects, assignments, and reports

■課題とフィードバックの方法(Assignments/feedback)

Students receive verbal feedback in class, as well in assignment, reports, and presentation.

■授業の到達目標と評価基準(Course goals)

区分(Division)	DP区分(DP division)	内容(DP contents)
主体性	◆ 2021国際ビジネスDP3	Study ethics and practices to work at an international company

■成績評価(Evaluation method)

筆記試験(Written exam)	実技試験(Practical exam)	レポート試験(Report exam)	授業内試験 (in-class exam)	その他(Other)
			100%	

授業内試験等(具体的内容)(Specific contents)

Evaluation will be based on homework, classwork, and exams.

■テキスト(Textbooks)

No. (No.)	テキスト名など(Text name)	ISBN(ISBN)
1	Pearson Business Partner A2	978-1-292-39294-3
2		
3		
4		
5		

■参考図書(references books)

No. (No.)	テキスト名など(Text name)	ISBN(ISBN)
1		
2		

3		
4		
5		