

[科目名] 英語 IIA		[単位数] 2 単位	[科目区分] アカデミック・コモン・ ベーシックス		
[担当者] 香取 真理 他	[オフィス・アワー] 時間: to be announced 場所: to be announced		[授業の方法] 講義		
[科目の概要]  This course aims to further advance students' proficiency in practical English. The course will help students acquire general communication skills such as listening and speaking skill, as well as teamworking, managing schedule, time management, and understanding discussion style in various settings. Students will participate in pair and group activities aimed at developing and fostering these skills during the course of the module. Furthermore, they will be able to gain better cultural awareness useful in contributing and managing community development in an increasingly interconnected world.					
[「授業科目群」・他の科目との関連付け]・[なぜ、学ぶ必要があるか・学んだことが、何に結びつくか]  Nowadays, in our globalized world, the demand for general communication skills in English is greater than ever. These skills are playing an increasingly important role in not only daily life but also various business environments. The module will help students grow and apply these skills for use as required in communication and comprehension.					
[科目の到達目標(最終目標・中間目標)]  The emphasis of this course is on providing students with the skills to communicate effectively in English in a variety of social and business situations. During the class, students will undertake specific activities aimed at building their skills and confidence in the target language. By the end of the semester, students will have improved their proficiency and confidence in the use of the English language.					
[学生の「授業評価」に基づくコメント・改善・工夫]  The teachers should: 1. check that students understand the course content correctly. 2. keep pace with the students' progress. (As a result, the course schedule shown below is subject to change). 3. help students learn by themselves and provide support and advice for further learning.					
[教科書] <i>Business Plus Level 3 Student's Book Preparing for the Workplace</i> by Margaret Helliwell ISBN: 978-1-107-66187-5					
[指定図書] to be announced					
[参考書] to be announced					

<p>〔前提科目〕</p> <p>none</p>	
<p>〔学修の課題、評価の方法〕(テスト、レポート等)</p> <p>Daily class performance: 30 % (This may include quizzes and other activities, homework, attendance, etc.)  Final Test: 60 %  G-TELP: 10 %  In addition, five points will be added when a copy of the certificate of Reallyenglish is submitted.</p>	
<p>〔評価の基準及びスケール〕</p> <p>A=80% or more  B=70-79%,  C=60-69%,  D=50-59%,  F=less than 50%-</p>	
<p>〔教員としてこの授業に取り組む姿勢と学生への要望〕</p> <p>Four Important Rules:</p> <ol style="list-style-type: none"> <li>1. Prepare for every class and the final test.</li> <li>2. Attend every class and don't be late.</li> <li>3. Hand in every work assigned.</li> <li>4. Bring and use dictionaries.</li> </ol>	
<p>〔実務経歴〕</p>	
<p>授業スケジュール</p>	
第1回	<p>テーマ(何を学ぶか): Planning and organizing 1</p> <p>内 容: Getting organized / Wishes about present /  <i>It's +adjective +infinitive</i> / Escaping from the digital world</p> <p>教科書・指定図書 Unit 1</p>
第2回	<p>テーマ(何を学ぶか): Planning and organizing 2</p> <p>内 容: Talking about managing stress / Time and money /  The wedding planners / Who works the hardest?</p> <p>教科書・指定図書 Unit 1</p>
第3回	<p>テーマ(何を学ぶか): Service industries 1</p> <p>内 容: Service providers /Causative <i>get something done</i> and <i>have something done</i> /  Quantifies / In a call center</p> <p>教科書・指定図書 Unit 2</p>
第4回	<p>テーマ(何を学ぶか): Service industries 2</p> <p>内 容: Talking about successful franchise companies / Jobs in the service industry /  Giving and receiving information / Door -to-door / Placing an order</p> <p>教科書・指定図書 Unit 2</p>

第5回	<p>テーマ(何を学ぶか): Marketing 1</p> <p>内 容: The four <i>Ps</i> / Review of gerunds / Definite and indefinite articles / Brands and logos</p> <p>教科書・指定図書 Unit 3</p>
第6回	<p>テーマ(何を学ぶか): Marketing 2</p> <p>内 容: Talking about brands and logos / Marketing vocabulary / Word stress / Lucky or unlucky? / Gift-giving customs and etiquette</p> <p>教科書・指定図書 Unit 3</p>
第7回	<p>テーマ(何を学ぶか): Problems and conflicts 1</p> <p>内 容: Problems at work / Reported speech (1) / Past continuous / Working as a “farang” boss</p> <p>教科書・指定図書 Unit 4</p>
第8回	<p>テーマ(何を学ぶか): Problems and conflicts 2</p> <p>内 容: Talking about solving conflicts / Two – and three-word phrasal verbs / Suffixes / Job (dis) satisfaction / Summaries and reports</p> <p>教科書・指定図書 Unit 4</p>
第9回	<p>テーマ(何を学ぶか): Getting your message across 1</p> <p>内 容: Communication media / Past perfect / Review of present and past tenses / Business news</p> <p>教科書・指定図書 Unit 5</p>
第10回	<p>テーマ(何を学ぶか): Getting your message across 2</p> <p>内 容: Talking about news stories / Compound words Agreeing and disagreeing / Speak like an American / Business cultures</p> <p>教科書・指定図書 Unit 5</p>
第11回	<p>テーマ(何を学ぶか): Meetings and discussions 1</p> <p>内 容: Planning an international conference / Review of <i>going to</i> and <i>will</i> future / Reported speech (2) / Closing a meeting</p> <p>教科書・指定図書 Unit 6</p>
第12回	<p>テーマ(何を学ぶか): Meetings and discussions 2</p> <p>内 容: Talking about a class excursion / The language of meetings Venues for business meetings / The minutes</p> <p>教科書・指定図書 Unit 6</p>
第13回	<p>テーマ(何を学ぶか): Presentations</p> <p>内 容: The dos and don'ts of presentations / How was my presentation? Talking about good and bad presentations / The language of presentations</p> <p>教科書・指定図書 Unit 7</p>
第14回	<p>テーマ(何を学ぶか): The world of work 1</p> <p>内 容: Different types of work / Third conditional / <i>Used to do</i> / Working conditions and company benefits</p> <p>教科書・指定図書 Unit 8</p>
第15回	<p>テーマ(何を学ぶか): The world of work 2</p> <p>内 容: Talking about work and jobs / Work <i>Tanshinfunin</i> living apart from the family / A cover letter</p> <p>教科書・指定図書 Unit 8</p>
試 験	Final test