

[科目名] 英語 I A	[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] 丹藤 永也 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 improve students' proficiency in practical English. The course will help students acquire general communication skills such as listening and speaking skill, understanding English content, giving presentations, and so on. 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 upgrade their intercultural skills, and understanding 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 scenes and studies. The module will help students further grow in both business and academic fields.		
[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: <ol style="list-style-type: none"> 1. check whether students understand correctly. 2. keep pace with the students' progress. (For this purpose, the course schedule shown below could be changed). 3. help students learn by themselves and give some advice for further learning. 		
[教科書] <i>Business Plus Level 2 Student's Book Preparing for the Workplace</i> by Margaret Helliwell ISBN: 978-1-107-63764-1		
[指定図書] to be announced		
[参考書] to be announced		
[前提科目] none		

<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: 1. Prepare for every class and the final test. 2. Attend every class and don't be late. 3. Hand in every work assigned. 4. Bring and use dictionaries.</p>	
<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): Welcome to our company 内 容: A visitor / Review of present tenses / Wh- questions / Commuting in Jakarta / Talking about the ideal workplace / Welcoming a visitor 教科書・指定図書 Unit 1</p>
第2回	<p>テーマ(何を学ぶか): Welcome to our company / Business communication 内 容: Describing people, places and things / An unusual workplace / The right time / Videoconferences / Verb + <i>-ing</i> after prepositions / Past tense of <i>can, must, have to</i> 教科書・指定図書 Unit 1 and 2</p>
第3回	<p>テーマ(何を学ぶか): Business communication 内 容: Communicating at work / Talking about communicating outside work / Computers and the Internet / Skype is here to stay / Messages 教科書・指定図書 Unit 2</p>
第4回	<p>テーマ(何を学ぶか): Products and services 内 容: Describing products / Review of past simple / The passive / Describing services / Talking about how to learn a foreign language / Adjectives to describe products and services 教科書・指定図書 Unit 3</p>
第5回	<p>テーマ(何を学ぶか): Products and services / Targeting the customer 内 容: ASEAN: countries, languages, and people / Wearable technology / Stereotypes / Advertising / First conditional / Adverbs of manner / Radio commercials 教科書・指定図書 Unit 3 and 4</p>
第6回	<p>テーマ(何を学ぶか): Targeting the customer 内 容: Talking about advertising / Advertising words / Easily confused words (1) / An advertising trend / Formal and informal language in emails 教科書・指定図書 Unit 4</p>

第7回	<p>テーマ(何を学ぶか): Achievements 内容: Presenting facts and figures / Present perfect / <i>Since</i> and <i>for</i> / Personal achievements / Talking about successful people / Graphs and charts 教科書・指定図書 Unit 5</p>
第8回	<p>テーマ(何を学ぶか): Achievements / How would you like to pay? 内容: Presenting information / Successful Asian businesspeople / Hand signals / Banks and their services / Verb + object + <i>to do</i> / Defining relative clauses 教科書・指定図書 Unit 5 and 6</p>
第9回	<p>テーマ(何を学ぶか): How would you like to pay? 内容: A company and its money / Role play situations in a bank / Dealing with money / Foreign currencies / Group buying / Report on a sales trip 教科書・指定図書 Unit 6</p>
第10回	<p>テーマ(何を学ぶか) Future trends 内容: Top jobs for the future / <i>Will</i> and <i>going to</i> future / The Future of education? / Talking about future trends / Work and jobs 教科書・指定図書 Unit 7</p>
第11回	<p>テーマ(何を学ぶか): Future trends / When things go wrong 内容: College and university / Tomorrow's cities / Names and titles / Dealing with a complaint / Second conditional / Adverbs that modify adjectives 教科書・指定図書 Unit 7 and 8</p>
第12回	<p>テーマ(何を学ぶか): When things go wrong 内容: Making complaints / Talking about making complaints / Complaints and apologies / Easily confused words (2) / Solving problems with a smile / Responding to a complaint 教科書・指定図書 Unit 8</p>
第13回	<p>テーマ(何を学ぶか): Socializing 内容: Networking / Reflexive pronouns and <i>each other</i> / Present perfect with <i>ever</i>, <i>yet</i>, <i>already</i> / Planning a social program / Talking about a social program for visitors to your company 教科書・指定図書 Unit 9</p>
第14回	<p>テーマ(何を学ぶか): Socializing / Next on the agenda 内容: Phrasal verbs / Polite phrases for socializing / Social or antisocial networks? / Gift taboos in Asia / Organizing a meeting / <i>May</i> and <i>might</i> / Grammar quiz / Meeting styles 教科書・指定図書 Unit 9 and 10</p>
第15回	<p>テーマ(何を学ぶか): Next on the Agenda 内容: Talking about organizing a meeting / Prefixes / Vocabulary quiz / Meetings etiquette in Japan / Writing an agenda 教科書・指定図書 Unit 10</p>
試験	Final test