

# 愛知東邦大学 シラバス

開講年度 (Year)	2024年度	開講期 (Semester)	後期
授業科目名 (Course name)	International Business English II		
担当者 (Instructors)	Jordan Johnson	配当年次 (Dividend year)	1
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 class focuses on expanding practical business English skills. There will be an emphasis on interactive projects and communication, reading, and writing activities. In addition, you will continue to increase your cultural understanding and awareness by exploring international views, cultures, and business environments. This class is in English only.

## ■ 授業形態・授業の方法 (Class form)

授業形態 (Class form)	演習
授業の方法 (Class method)	Lecture: Listen actively, write notes, and ask questions if you do not understand. Discussion: Share your thoughts with classmates to get a better understanding of the materials. Group/pair work: Practice using English clearly in real-world tasks with classmates. Present: Produce language independently through speaking and writing.

## ■ 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	Introduction	Orientation and class expectations. Consider how English will affect your future. Set learning goals.	<input type="checkbox"/>
第2回	Business Communications	Answer and make phone/video conference calls. Make basic spoken requests. Use language for communication breakdowns.	<input type="checkbox"/>
第3回	Negotiations	Begin and end meetings. Negotiate during meetings and conversations. Ask about schedules and other information.	<input type="checkbox"/>
第4回	Problem Solving	Consider possible challenges when abroad. Use technology to research solutions.	<input type="checkbox"/>
第5回	Explanations	Provide directions, plans, and descriptions. Compare good and bad presentation formatting.	<input type="checkbox"/>
第6回	Business Data	Describe data from charts and graphs. Collect and display data to create a simple chart or graph.	<input type="checkbox"/>
第7回	Money Management	Read simple spreadsheets. Talk about and plan a budget to make group decisions.	<input type="checkbox"/>
第8回	Food and Eating	Look at health trends around the world. Order from a variety of menus in English and make requests.	<input type="checkbox"/>
第9回	Health and Safety	Explain illness/injury and practice getting help in emergency situations. Strategies for staying safe when abroad.	<input type="checkbox"/>
第10回	Tourism	Discuss international tourism in Japan. Give directions, recommendations, and warnings to tourists.	<input type="checkbox"/>
第11回	Culture Shock	Discuss cultural similarities and differences. Identify and solve problems related to cultural differences.	<input type="checkbox"/>
第12回	Corporations and Competition	Discuss strengths and weaknesses of corporations. Create a list of pros and cons. Analyze past/future trends.	<input type="checkbox"/>
第13回	Advertising and Media	Compare Japanese and non-Japanese styles of presenting information to general audiences. Explore non-Japanese websites.	<input type="checkbox"/>
第14回	Final Project Preparation	Practice and finalize projects and receive feedback.	<input type="checkbox"/>
第15回	Final Project	Apply language, ideas, and skills from the course to complete a project.	<input type="checkbox"/>

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

① STUDY vocabulary from previous lessons and the new vocabulary for the next lesson (about 1 hour). ② REVIEW notes, slides, and handouts from the last lesson (about 1 hour). ③ APPLY your knowledge to complete all homework assignments before the start of the next lesson (1 - 2 hours). ④ MEET with your classmates to discuss, review, and practice the materials in English (recommended).

**■課題とフィードバックの方法(Assignments/feedback)**

All homework assignments must be submitted at the start of the next lesson. Feedback will be given in class during pair and group work sessions. All homework assignments and assessments will be returned with a score, comments, and advice. You should carefully review these comments/advice and apply them in the future.

**■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)
知識・技能	◆ 2021地域ビジネスDP1	<ul style="list-style-type: none"> <li>◆Use functional language in everyday situations in English.</li> <li>◆Compare and contrast various business styles.</li> <li>◆Accurately use basic business vocabulary.</li> <li>◆Read and explain charts, graphs, and spreadsheets.</li> <li>◆Explore cultural similarities and differences.</li> <li>◆Develop a final project in English.</li> </ul>

**■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)
0%	0%	0%	100%	0%

**授業内試験等(具体的内容)(Specific contents)**

Your individual final project in English will be evaluated on: (1) Preparation and effort leading up to project submission, (2) The quality and accuracy of the project data, and (3) Demonstration of comprehension of the topics and skills explored in each lesson.

**■テキスト(Textbooks)**

No. (No.)	テキスト名など(Text name)	ISBN(ISBN)
1	None (all materials will be distributed in class and posted online)	
2		
3		
4		
5		

**■参考図書(references books)**

No. (No.)	テキスト名など(Text name)	ISBN(ISBN)
1	None (all materials will be distributed in class and posted online)	
2		
3		
4		
5		