

Tamkang University Academic Year 104, 2nd Semester Course Syllabus

Course Title	PROJECT MANAGEMENT OF JUNIOR ABROAD (II)	Instructor	LIN HUI
Course Class	TGVTB2B GLOBAL OUTLOOK ON LANYANG CAMPUS, 2B	Details	<ul style="list-style-type: none"> ◆ Required ◆ One Semester ◆ 1 Credits
Academic Aim of Education			
<p>The educational goal of this unit of study is to help all TKU undergraduate students develop a foundational outlook on the world. It aims to help them develop a global perspective, and to equip them with the capacity to constantly strengthen their grasp.</p>			
Schoolwide essential virtues			
<ul style="list-style-type: none"> A. A global perspective. B. Information literacy. C. A vision for the future. D. Moral integrity. E. Independent thinking. F. A cheerful attitude and healthy lifestyle. G. A spirit of teamwork and dedication. H. A sense of aesthetic appreciation. 			
Course Introduction	<p>本課程旨在協助學生完成大三出國之前置作業，進行學校申請、住宿安排、簽證取得等相關事宜，及其他應注意之事項。</p> <p>The course aims to help students complete the preparation of junior year aboard study, covering topics from application procedures, accommodation arrangements, visa obtainment, and other related matters which students should be aware of.</p>		

The Relevance among Teaching Objectives, Objective Levels and Schoolwide essential virtues

I.Objective Levels (select applicable ones) :

- (i) Cognitive Domain : C1-Remembering, C2-Understanding, C3-Applying,
C4-Analyzing, C5-Evaluating, C6-Creating
- (ii) Psychomotor Domain : P1-Imitation, P2-Mechanism, P3-Independent Operation,
P4-Linked Operation, P5-Automation, P6-Origination
- (iii) Affective Domain : A1-Receiving, A2-Responding, A3-Valuing,
A4-Organizing, A5-Charaterizing, A6-Implementing

II.The Relevance among Teaching Objectives, Objective Levels and Schoolwide essential virtues :

- (i) Determine the objective level(s) in any one of the three learning domains (cognitive, psychomotor, and affective) corresponding to the teaching objective. Each objective should correspond to the objective level(s) of ONLY ONE of the three domains.
- (ii) If more than one objective levels are applicable for each learning domain, select the highest one only. (For example, if the objective levels for Cognitive Domain include C3,C5,and C6, select C6 only and fill it in the boxes below. The same rule applies to Psychomotor Domain and Affective Domain.)
- (iii) Determine the Schoolwide essential virtues that correspond to each teaching objective. Each objective may correspond to one or more Schoolwide essential virtues at a time. (For example, if one objective corresponds to three Schoolwide essential virtues: A,AD, and BEF, list all of the three in the box.)

No.	Teaching Objectives	Relevance	
		Objective Levels	Schoolwide essential virtues
1	1.學校申請 2.住宿安排 3.簽證取得 4.行前說明 5.出國後聯絡要領 1.Applications 2.Housing 3.Obtaining the visa 4.Briefing session before departure 5.How to stay in contact after departure	C2	ABE

Teaching Objectives, Teaching Methods and Assessment

No.	Teaching Objectives	Teaching Methods	Assessment
1	1.學校申請 2.住宿安排 3.簽證取得 4.行前說明 5.出國後聯絡要領 1.Applications 2.Housing 3.Obtaining the visa 4.Briefing session before departure 5.How to stay in contact after departure	Lecture, Discussion	Participation, Attendance

Course Schedule			
Week	Date	Subject/Topics	Note
1	105/02/15 ~ 105/02/21	課程介紹 Course introduction 大三出國學分抵免法規介紹 Introduction to Junior Year Abroad Credit Transfer Guidelines	
2	105/02/22 ~ 105/02/28	填寫正式入學申請文件 Filling in official application documents 繳交預選課程清單 (需導師及系主任簽字) Submission of pre-course selection list (signed by year tutor and departmental chair)	3月底之前繳交紙本申請 書 Submit paper application forms before end of March
3	105/02/29 ~ 105/03/06	填寫正式入學申請文件 Filling in official application documents 繳交留學學校申請表及各項費用 Submission of official application forms and related fees	
4	105/03/07 ~ 105/03/13	填寫正式入學申請文件 Filling in official application documents 大三出國留學通報系統操作 - 個人資料檢查 Checking personal data on Junior Year Abroad Bulletin	
5	105/03/14 ~ 105/03/20	填寫正式入學申請文件 Filling in official application documents	
6	105/03/21 ~ 105/03/27	參加第2次大四學長姐經驗分享座談會 Attending the second Junior Year Abroad Experience Sharing Workshops 確認大三出國課程預選清單 Confirm course pre-selection list	
7	105/03/28 ~ 105/04/03	參加第2次大四學長姐經驗分享座談會 Attending the second Junior Year Abroad Experience Sharing Workshops 確認大三出國課程預選清單 Confirm course pre-selection list	1. 檢視留學學校申請書 是否在期限內繳交 Check if application forms are submitted before deadlines
8	105/04/04 ~ 105/04/10	參加第2次大四學長姐經驗分享座談會 Attending the second Junior Year Abroad Experience Sharing Workshops 確認大三出國課程預選清單 Confirm course pre-selection list	2. 交選課清單, 導師、系 主任簽名確認 Submission of course pre-selection list signed by the tutor and department Chair
9	105/04/11 ~ 105/04/17	參加第2次大四學長姐經驗分享座談會 Attending the second Junior Year Abroad Experience Sharing Workshops	3. 是否參加第2次大四學 長姐經驗分享座談會 Check if attending the second Junior Year Abroad Experience Sharing Workshop
10	105/04/18 ~ 105/04/24	Midterm Exam Week	

11	105/04/25 ~ 105/05/01	學生出國行程規劃 (留學學校與當地環境介紹報告) Junior Year Abroad planning (introducing the university and local amenities)	☆確認學生了解留學目的地現況 Ensure students have enough information about the university abroad and its surrounding areas
12	105/05/02 ~ 105/05/08	學生出國行程規劃 (出國時食衣住行育樂等規劃) Junior Year Abroad planning (plans for daily life)	
13	105/05/09 ~ 105/05/15	學生出國行程規劃 (出國時食衣住行育樂等規劃報告) Junior Year Abroad planning (plan for daily life)	
14	105/05/16 ~ 105/05/22	簽證注意事項說明 Visa application	
15	105/05/23 ~ 105/05/29	學生出國行程規劃 (含簽證、機票、住宿、假期、結匯等) Itinerary confirmation and final check (visa, tickets, accommodation, holiday arrangement, currency exchange)	
16	105/05/30 ~ 105/06/05	大三出國通報系統登錄出國日期回報 Record departure date on Junior Year Abroad Bulletin	1. 繳交留學生活/課業計 畫及經費預估表 Submission of all the Junior Year Abroad planning documents
17	105/06/06 ~ 105/06/12	大三出國通報系統登錄出國日期回報 Record departure date on Junior Year Abroad Bulletin	2. 檢視學生於期考週前是 否完成出國日期回報通報 Check if date of departure has been recorded before final exam week
18	105/06/13 ~ 105/06/19	Final Exam Week	
Requirement	(Reflection on data collection of selecting the abroad school) Junior Year Abroad Bulletin通報系統 : 20 %		
Teaching Facility	Computer, Projector		
Textbook(s)	1.大三出國前說明會簡報資料 2.大三出國留學貸款說明資料 3.大三出國留學參考作業流程 4. 建議修課參考指標		
Reference(s)	1.The PPT of the Junior Year Abroad Study Briefing 2.The information of the studying abroad loan 3.The procedural references on junior abroad study 4.Departmental guidelines on course selection during Junior Year Abroad		
Number of Assignment(s)	1 (Filled in by assignment instructor only)		
Grading Policy	◆ Attendance : 10.0 % ◆ Mark of Usual : 20.0 % ◆ Midterm Exam : 20.0 % ◆ Final Exam : 30.0 % ◆ Other 〈 Abroad Bulletin通報系統 〉 : 20.0 %		

Note	<p>This syllabus may be uploaded at the website of Course Syllabus Management System at http://info.ais.tku.edu.tw/csp or through the link of Course Syllabus Upload posted on the home page of TKU Office of Academic Affairs at http://www.acad.tku.edu.tw/CS/main.php .</p> <p>※ Unauthorized photocopying is illegal. Using original textbooks is advised. It is a crime to improperly photocopy others' publications.</p>
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