

## Tamkang University Academic Year 104, 2nd Semester Course Syllabus

Course Title	ENGLISH FOR INTERNATIONAL CONFERENCES AND MEETINGS	Instructor	VARGA RENE FERENC FRANCOIS
Course Class	TQAXB1A DEPARTMENT OF ENGLISH LANGUAGE AND CULTURE (ENGLISH-TAUGHT PROGRAM), 1A	Details	♦ Selective ♦ One Semester ♦ 2 Credits
D e p a r t m e n t a l   A i m   o f   E d u c a t i o n			
To develop student's English proficiency and communication skills.			
D e p a r t m e n t a l   c o r e   c o m p e t e n c e s			
A. The ability to communicate in English. B. The ability to use practical English. C. The ability to identify critical issues. D. The ability to analyze data. E. The ability to understand connotations of culture. F. The ability to work as a team.			
Course Introduction	This course aims to familiarize student with activities and English expressions relating to international conferences and meetings. Students will develop competency for different roles in conferences and meetings.		

### The Relevance among Teaching Objectives, Objective Levels and Departmental core competences

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-Characterizing, A6-Implementing

II.The Relevance among Teaching Objectives, Objective Levels and Departmental core competences :

- (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 Departmental core competences that correspond to each teaching objective. Each objective may correspond to one or more Departmental core competences at a time. (For example, if one objective corresponds to three Departmental core competences: A,AD, and BEF, list all of the three in the box.)

No.	Teaching Objectives	Relevance	
		Objective Levels	Departmental core competences
1	students can conduct a formal meeting in English	P3	AB
2	Improve students' presentation skills	P3	AB

### Teaching Objectives, Teaching Methods and Assessment

No.	Teaching Objectives	Teaching Methods	Assessment
1	students can conduct a formal meeting in English	Lecture, Discussion, Simulation	Written test, Practicum, Participation
2	Improve students' presentation skills	Lecture, Discussion, Simulation	Written test, Participation

This course has been designed to cultivate the following essential qualities in TKU students			
Essential Qualities of TKU Students		Description	
◆ A global perspective		Helping students develop a broader perspective from which to understand international affairs and global development.	
◇ Information literacy		Becoming adept at using information technology and learning the proper way to process information.	
◇ A vision for the future		Understanding self-growth, social change, and technological development so as to gain the skills necessary to bring about one's future vision.	
◇ Moral integrity		Learning how to interact with others, practicing empathy and caring for others, and constructing moral principles with which to solve ethical problems.	
◆ Independent thinking		Encouraging students to keenly observe and seek out the source of their problems, and to think logically and critically.	
◇ A cheerful attitude and healthy lifestyle		Raising an awareness of the fine balance between one's body and soul and the environment; helping students live a meaningful life.	
◇ A spirit of teamwork and dedication		Improving one's ability to communicate and cooperate so as to integrate resources, collaborate with others, and solve problems.	
◇ A sense of aesthetic appreciation		Equipping students with the ability to sense and appreciate aesthetic beauty, to express themselves clearly, and to enjoy the creative process.	
Course Schedule			
Week	Date	Subject/Topics	Note
1	105/02/15 ~ 105/02/21	introduction	
2	105/02/22 ~ 105/02/28	English for meetings	
3	105/02/29 ~ 105/03/06	English for meetings	
4	105/03/07 ~ 105/03/13	English for meetings	
5	105/03/14 ~ 105/03/20	English for meetings	
6	105/03/21 ~ 105/03/27	English for meetings	
7	105/03/28 ~ 105/04/03	English for meetings	
8	105/04/04 ~ 105/04/10	Spring holiday	
9	105/04/11 ~ 105/04/17	English for meetings	
10	105/04/18 ~ 105/04/24	Midterm Exam Week	
11	105/04/25 ~ 105/05/01	English for conferences	
12	105/05/02 ~ 105/05/08	English for conferences	

13	105/05/09 ~ 105/05/15	English for conferences	
14	105/05/16 ~ 105/05/22	English for conferences	
15	105/05/23 ~ 105/05/29	English for conferences	
16	105/05/30 ~ 105/06/05	English for conferences	
17	105/06/06 ~ 105/06/12	Presentation	
18	105/06/13 ~ 105/06/19	Final Exam Week	
Requirement			
Teaching Facility		(None)	
Textbook(s)			
Reference(s)			
Number of Assignment(s)		(Filled in by assignment instructor only)	
Grading Policy		◆ Attendance : 20.0 %    ◆ Mark of Usual : 40.0 %    ◆ Midterm Exam : 20.0 % ◆ Final Exam : 20.0 % ◆ Other <   > :       %	
Note		This syllabus may be uploaded at the website of Course Syllabus Management System at <a href="http://info.ais.tku.edu.tw/csp">http://info.ais.tku.edu.tw/csp</a> or through the link of Course Syllabus Upload posted on the home page of TKU Office of Academic Affairs at <a href="http://www.acad.tku.edu.tw/CS/main.php">http://www.acad.tku.edu.tw/CS/main.php</a> . <b>※ Unauthorized photocopying is illegal. Using original textbooks is advised. It is a crime to improperly photocopy others' publications.</b>	