

Tamkang University Academic Year 105, 2nd Semester Course Syllabus

Course Title	PROJECT MANAGEMENT OF JUNIOR ABROAD (II)	Instructor	RUDAKOWSKA, ANNA
Course Class	TGVTB2F GLOBAL OUTLOOK ON LANYANG CAMPUS, 2F	Details	<ul style="list-style-type: none"> ◆ Required ◆ One Semester ◆ 0 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>This course aims to help students complete the preparation for junior year abroad study, covering topics from application procedures, accommodation arrangements, visa requirements, 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. Application to the university abroad 2. Housing related issues 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. Application to the university abroad 2. Housing related issues 3. Obtaining the visa 4. Briefing session before departure 5. How to stay in contact after departure	Discussion, Reporting	Report, Reporting

Course Schedule

Week	Date	Subject/Topics	Note
1	106/02/13~ 106/02/19	1.Course introduction Introduction to Junior Year Abroad 2.Credit Transfer Guidelines	

2	106/02/20 ~ 106/02/26	1.Students fill in official application documents 2.Students submit the Preliminary Course Selection List (has to be signed by the course instructor and the departmental chair)	Submit paper application forms before end of March
3	106/02/27 ~ 106/03/05	1.Students fill in official application documents 2.Students submit official application forms and pay related fees	Submit paper application forms before end of March
4	106/03/06 ~ 106/03/12	1.Students fill in official application documents 2.Students check personal data on the Junior Year Abroad Online Reporting System	Submit paper application forms before end of March
5	106/03/13 ~ 106/03/19	Students fill in official application documents of the host university	
6	106/03/20 ~ 106/03/26	1.Students attend Junior Year Abroad Experience Sharing Workshops the second time 2.Students confirm the Preliminary Course Selection List	
7	106/03/27 ~ 106/04/02	1.Students attend Junior Year Abroad Experience Sharing Workshops the second time 2.Students confirm the Preliminary Course Selection List	
8	106/04/03 ~ 106/04/09	1.Students attend Junior Year Abroad Experience Sharing Workshops the second time 2.Students confirm the Preliminary Course Selection List	
9	106/04/10 ~ 106/04/16	1.Students attend Junior Year Abroad Experience Sharing Workshops the second time 2.Students confirm the Preliminary Course Selection List	
10	106/04/17 ~ 106/04/23	Midterm Exam Week	
11	106/04/24 ~ 106/04/30	Junior Year Abroad planning (introducing the university and local amenities)	Ensure students have enough information about the university abroad and its surrounding areas
12	106/05/01 ~ 106/05/07	Junior Year Abroad planning (plans for daily life)	
13	106/05/08 ~ 106/05/14	Junior Year Abroad planning (plans for daily life)	
14	106/05/15 ~ 106/05/21	Visa application	

15	106/05/22 ~ 106/05/28	Itinerary confirmation and final check (visa, tickets, accommodation, holiday arrangement, currency exchange)	
16	106/05/29 ~ 106/06/04	Students record Departure Date on the Junior Year Abroad Online Reporting System	Submission of all the Junior Year Abroad planning documents
17	106/06/05 ~ 106/06/11	Students record Departure Date on the Junior Year Abroad Online Reporting System	Check whether date of departure has been recorded before final exam week
18	106/06/12 ~ 106/06/18	Final Exam Week	
Requirement	<p>Midterm:</p> <p>a) Check whether application forms are submitted before deadlines</p> <p>b) Check whether the Preliminary Course Selection List has been submitted and ensure the List was signed by the course instructor and department Chair</p> <p>c) Check whether students have attended the Junior Year Abroad Experience Sharing Workshop the second time</p> <p>Final:</p> <p>a) Submission of all the Junior Year Abroad planning documents</p> <p>b) Check whether date of departure has been recorded before final exam week</p>		
Teaching Facility	Computer, Projector		
Textbook(s)	<p>The PPT of the Junior Year Abroad Parents Briefing</p> <p>The information of the studying abroad student loan</p> <p>The procedural references on junior year abroad</p>		
Reference(s)	Departmental guidelines on course selection during Junior Year Abroad		
Number of Assignment(s)	6 (Filled in by assignment instructor only)		
Grading Policy	<p>◆ Attendance : 10.0 % ◆ Mark of Usual : 20.0 % ◆ Midterm Exam : 20.0 %</p> <p>◆ Final Exam : 30.0 %</p> <p>◆ Other 〈通報系統〉 : 20.0 %</p>		
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>		