

Tamkang University Academic Year 109, 2nd Semester Course Syllabus

Course Title	INTERNATIONAL ETIQUETTE	Instructor	JHUANG, WU-LONG
Course Class	TGVTB1B GLOBAL OUTLOOK ON LANYANG CAMPUS, 1B	Details	◆ General Course ◆ Required ◆ One Semester
Relevance to SDGs	SDG4 Quality education		
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			
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.			
Subject Schoolwide essential virtues			
1. A global perspective. (ratio:30.00) 5. Independent thinking. (ratio:20.00) 7. A spirit of teamwork and dedication. (ratio:10.00) 8. A sense of aesthetic appreciation. (ratio:40.00)			
Course Introduction	This course aims to understand the practical use of international etiquette by lectures and discussions. In addition, students are aware of cultural differences by exploring the diverse customs and manners in different communities around the world. The final project is organized by students to apply international etiquette and to show cultural differences.		

The correspondences between the course's instructional objectives and the cognitive, affective, and psychomotor objectives.

Differentiate the various objective methods among the cognitive, affective and psychomotor domains of the course's instructional objectives.

I. Cognitive : Emphasis upon the study of various kinds of knowledge in the cognition of the course's veracity, conception, procedures, outcomes, etc.

II.Affective : Emphasis upon the study of various kinds of knowledge in the course's appeal, morals, attitude, conviction, values, etc.

III.Psychomotor: Emphasis upon the study of the course's physical activity and technical manipulation.

No.	Teaching Objectives	objective methods
1	To learn and apply international etiquette. To appreciate various cultural characteristics and understand cultural differences.	Cognitive

The correspondences of teaching objectives : core competences, essential virtues, teaching methods, and assessment

No.	Core Competences	Essential Virtues	Teaching Methods	Assessment
1		1578	Lecture, Discussion, Practicum, Imitation	Testing, Study Assignments, Discussion(including classroom and online), Practicum, Report(including oral and written), Activity Participation

Course Schedule

Week	Date	Course Contents	Note
1	110/02/22 ~ 110/02/28	Course Introduction	
2	110/03/01 ~ 110/03/07	What is Etiquette?	
3	110/03/08 ~ 110/03/14	First Meetings	
4	110/03/15 ~ 110/03/21	Workplace Etiquette	
5	110/03/22 ~ 110/03/28	Dining Etiquette	
6	110/03/29 ~ 110/04/04	Dining Etiquette	
7	110/04/05 ~ 110/04/11	Dress Code	
8	110/04/12 ~ 110/04/18	Internet Etiquette	
9	110/04/19 ~ 110/04/25	Entertainment Etiquette	
10	110/04/26 ~ 110/05/02	Midterm Exam Week	

11	110/05/03 ~ 110/05/09	Global Exploration: Middle East	
12	110/05/10 ~ 110/05/16	Global Exploration: Europe	
13	110/05/17 ~ 110/05/23	Global Exploration: Africa	
14	110/05/24 ~ 110/05/30	Global Exploration: East Asia	
15	110/05/31 ~ 110/06/06	Global Exploration: Minority Groups	
16	110/06/07 ~ 110/06/13	Final Project Discussion	
17	110/06/14 ~ 110/06/20	Final Project: A Conference of Global Tea Time	
18	110/06/21 ~ 110/06/27	Final Exam Week	
Requirement			
Teaching Facility		Computer, Projector	
Textbooks and Teaching Materials		Denton, Jeffrey E., & Tang, Hui-fen. (2017). The Practical Use of INTERNATIONAL ETIQUETTE (2th edition). Taipei: Bookman.	
References		外交部禮賓司.(2018).有禮走天下-國際禮儀手冊.外交部.(free download)	
Number of Assignment(s)		2 (Filled in by assignment instructor only)	
Grading Policy		◆ Attendance : 10.0 % ◆ Mark of Usual : 30.0 % ◆ Midterm Exam : 20.0 % ◆ Final Exam : % ◆ Other 〈Final Project〉 : 40.0 %	
Note		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 . ※ Unauthorized photocopying is illegal. Using original textbooks is advised. It is a crime to improperly photocopy others' publications.	