Tamkang University Academic Year 110, 2nd Semester Course Syllabus

| Course Title | INTERNATIONAL ETIQUETTE | Instructor | JHUANG, WU-LONG | | |
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| Course Class | TNUTBOA GLOBAL OUTLOOK, 0A | General Course Required One Semester | | | |
| Relevance to SDGs | SDG4 Quality education SDG10 Reducing inequalities | | | | |
| | Departmental Aim of Educ | ation | | | |
| foundationa | 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 | | | | |
| A global perspective. (ratio:30.00) Independent thinking. (ratio:20.00) A spirit of teamwork and dedication. (ratio:10.00) A sense of aesthetic appreciation. (ratio:40.00) | | | | | |
| Course Introduction | Firstly this course interprets the practical use of etiquette and lectures and discussions in class. This part is organized by the second part of this course explores diverse customs and cultu around the world. Students lead the part by oral presentation on different communities on earth. | e instructor. Th ural difference | ne 25 | | |
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| 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 appeal, morals, attude, conviction, values, etc. II.Affective : Emphasis upon the study of various kinds of knowledge in the course's appeal, morals, attude, conviction, values, etc. objective : 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 vinues, teaching methods, and assessment Testing, Disconfincturing, Disconfincturing, Disconfincturing, Disconfincturing, Disconfincturing, Course Schedule No. 2076 Course Contents Note 1 1100221- 1100225 Course Contents Note 1 1100221- 1100226 Course Introduction Course Contents Note 2 1100271- 11100276 Course Introduction Course Contents Note 3 1100071- 11100276 Understee First Meetings IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII | | The | correspo | | course's instructional objectives and the discrimination objectives. | cognitive, affective, |
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| Intervention Provide the study of various kinds of knowledge in the course's appeal, monital, attitude, conviction, values, etc. III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. objective methods III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. objective methods III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. objective methods III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. objective methods III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. objective methods III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. Cognitive III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. Cognitive III.Psychomotor. Emphasis upon the study of the course's physical activity and technical manipulation. Cognitive III.Psychomotor. Emphasis upon the study of the course's physical activity. Assessment III.Psychomotor. Emphasis upon the study of the course's physical activity. Testing. Discussion(including classroom and online). III.Psychomotor. Emphasis upon the study of the course Course Course Course Course Course Course Course Introduction IIII.Psychomotor. <tr< td=""><td></td><td></td><td></td><td>objective methods amo</td><td></td><td>otor</td></tr<> | | | | objective methods amo | | otor |
| No. Control 1 To learn and apply international etiquette. To appreciate various cultural characteristics and understand cultural differences. Cognitive 1 To learn and apply international etiquette. To appreciate various cultural characteristics and understand cultural differences. Cognitive 1 To core competences of teaching objectives : core competences, essential virtues, teaching methods, and assessment Assessment 1 Core Competences Essential Virtues Teaching Methods Assessment 1 Lecture, Discussion, Practicum, Imitation Testing, Discussion(including classmon and online), Practicum, Report(including oral and writte), Activity Participation Discussion(including classmon and online), Practicum, Report(including oral and writte), Activity Participation 1 11/02/21- Course Introduction Testing, Discussion and online), Practicum, Report(including classmon and online), Practicum, Re | II.A | the ffective : Emp moi Psychomotor: | course's bhasis up rals, attitu Emphas | veracity, conception, pr on the study of various ude, conviction, values, is upon the study of the | rocedures, outcomes, etc. kinds of knowledge in the course's appea etc. | |
| cultural characteristics and understand cultural differences. The correspondences of teaching objectives : core competences, essential virtues, teaching methods, and assessment No. Core Competences Essential Virtues Teaching Methods Assessment 1 Image: State | No. | Teaching Objectives objective methods | | | | |
| No.Core CompetencesEssential VirtuesTeaching MethodsAssessment1 $\[\] \] \] \] \] \] \] \] \] \] \] \] \] $ | | | | | | Cognitive |
| No.Image: Constraint of the sector of the sect | | The | correspond | lences of teaching objective | s : core competences, essential virtues, teaching m | ethods, and assessment |
| Image: series of the series | No. | Core Competences | | Essential Virtues | Teaching Methods | Assessment |
| WeekDateCourse ContentsNote1111/02/21~ 111/02/25Course Introduction2111/02/28~ 111/03/04What Is Etiquette?3111/03/04Etiquette of First Meetings4111/03/14~ 111/03/18Workplace Etiquette5111/03/28~ 111/03/28~ 111/04/04Dinning Etiquette6111/03/28~ 111/04/04Dinning Etiquette7111/04/04~ 111/04/08Dress Code8111/04/18~ 111/04/15Internet Etiquette9111/04/18~ 111/04/22~Traveling Etiquette10111/04/22~Midterm Exam Week | 1 | | | 1578 | | Discussion(including classroom and online), Practicum, Report(including oral and written), Activity |
| Image: 111/02/21~ 111/02/22~Course Introduction1111/02/28~ 111/03/04What Is Etiquette?3111/03/07~ 111/03/14Etiquette of First Meetings4111/03/14~ 111/03/18~Workplace Etiquette5111/03/28~ 111/03/28~Dinning Etiquette6111/03/28~ 111/04/04~Dinsing Etiquette7111/04/04~ 111/04/04Dress Code8111/04/14~ 111/04/18~ 111/04/18~Internet Etiquette9111/04/18~ 111/04/28~Traveling Etiquette10111/04/28~ 111/04/28~Midterm Exam Week | | | 1 | | Course Schedule | |
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| 2 111/03/04 What is Etiquette? 3 111/03/07~ Etiquette of First Meetings 4 111/03/14~ Workplace Etiquette 5 111/03/28~ Dinning Etiquette 6 111/03/28~ Dinning Etiquette 7 111/04/01 Dress Code 8 111/04/11~ Internet Etiquette 9 111/04/18~ Traveling Etiquette 10 111/04/25~ Midterm Exam Week | 1 | | Course Introduction | | | |
| 3 111/03/11 Etiquette of First Meetings 4 111/03/14~ 111/03/18 Workplace Etiquette 5 111/03/21~ 111/03/25 Dinning Etiquette 6 111/03/28~ 111/04/01 Dinning Etiquette 7 111/04/04~ 111/04/08 Dinsing Etiquette 8 111/04/11~ 111/04/15 Internet Etiquette 9 111/04/18~ 111/04/22 Traveling Etiquette 10 111/04/25~ | 2 | | What Is | What Is Etiquette? | | |
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| 5 111/03/25 Dinning Etiquette 6 111/03/28~ 111/04/01 Dinning Etiquette 7 111/04/04~ 111/04/08 Dress Code 8 111/04/11~ 111/04/15 Internet Etiquette 9 111/04/18~ 111/04/22 Traveling Etiquette 10 111/04/25~ Midterm Exam Week | 4 | | Workp | Workplace Etiquette | | |
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| 9 111/04/22 10 111/04/25~ Midterm Exam Week | 8 | | Internet Etiquette | | | |
| 10 Mildterm Exam Week | 9 | | Traveling Etiquette | | | |
| 111/04/29 | 10 | 111/04/25~ 111/04/29 | Midterm Exam Week | | | |

| 11 | 111/05/02~ 111/05/06 | Team Meeting for Oral Presentation | | |
|-------------------------------------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| 12 | 111/05/09~ 111/05/13 | Team Meeting for Oral Presentation | | |
| 13 | 111/05/16~ 111/05/20 | Global ExplorationEast Asia | | |
| 14 | 111/05/23~ 111/05/27 | Global ExplorationMinority Groups | | |
| 15 | 111/05/30~ 111/06/03 | Global ExplorationAfrica | | |
| 16 | 111/06/06~ 111/06/10 | Global ExplorationMiddle East | | |
| 17 | 111/06/13~ 111/06/17 | Global ExplorationEurope | | |
| 18 | 111/06/20~ 111/06/24 | 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. 外交部禮賓司.(2018)有禮走天下-國際禮儀手冊.外交部 | | |
| References | | | | |
| 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: 20.0 % Other ⟨oral presentation⟩: 20.0 % | | |
| Note | | This syllabus may be uploaded at the website of Course Syllabus Management System at <u>http://info.ais.tku.edu.tw/csp</u> or through the link of Course Syllabus Upload posted on the home page of TKU Office of Academic Affairs at <u>http://www.acad.tku.edu.tw/CS/main.php</u> . ※ Unauthorized photocopying is illegal. Using original textbooks is advised. It is a crime to improperly photocopy others' publications. | | |

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