

Brief Course Outline

Course Title: **Business Chinese 1**

Course Number and Section:

CHINESE

3340A 550

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Disclaimer: Information in the brief course outline is subject to change. The syllabus posted on OWL is the official and authoritative source of information for the course.

Course Description:

本课是一门高年级商务汉语课。课程在内容上使用商务题材的载体与现实的“商务”世界相联系，帮助学生提高运用汉语去解决实际问题的能力，包括通过汉语获取信息的能力和使用汉语完成特定任务的能力，在提供系统语言训练的同时着重加强对学生语言学习能力的培养。

This course is intended for students who can read and write Modern Standard Chinese. Students will develop specific knowledge and skills in business communication in Chinese. Business etiquette and protocol will be discussed. Translation and competence in interpretation will be fostered by the study of business terms, documents, and practices.

Learning Outcomes:

- 1) Acquired an enriched Chinese business vocabulary;
- 2) Gained familiarity with different styles of language in various business activities;
- 3) Expanded their skills to carry on discussions of business issues in standard Chinese;
- 4) Developed confidence in effective use of standard Chinese in the sphere of business;
- 5) Acquired knowledge of the methods and styles of business communication and translation.

Textbooks and Course Materials:

Chen, Qinghai, et al., The Routledge Course in Business Chinese 《求实商务汉语》, 2nd edition.

London and New York: Routledge, 2019. ISBN 9781138479272

Methods Of Evaluation:

Assignment	Due Date mm/dd/yy	Weight - %
Preparation and Participation	Every Class	10
In-class Quizzes	5% each x 10	50

Assignment	Due Date mm/dd/yy	Weight - %
Group Report	12/5/2024	20

In solidarity with the Anishinaabe, Haudenosaunee, Lūnaapéewak, and Chonnonton peoples on whose traditional treaty and unceded territories this course is shared.

Friday, August 30, 2024