

授業科目名	ビジネス英語			科目コード	G5303P04
英文名	Business English				
科目区分	英語国際キャリア専攻科目 - キャリア英語展開				
職名	教授	担当教員名	堀川 真理子		
学部	現代社会学部	学科	現代社会学科		
曜日	水曜日	時限	1限目		
開講時期	3年後期	授業の方法	講義		
必修・選択	選択	単位数	2単位		
授業の概要	Develop communication skills in English you need to succeed in business and enlarge your knowledge of the business world.				
キーワード	English	Business	Communication		Listening
到達目標	Learn important new words and phrases.				
	Develop your reading skills and learn essential business vocabulary.				
	Develop listening skills such as listening for information and note-taking.				
	Develop essential business communications skills, such as making presentations, taking part in meetings, negotiating, telephoning, and using English in social situations.				
ディプロマポリシー	2.国際人としての能力（専門性の向上）				
カリキュラムポリシー	国際人に必要な外国語能力の向上				
キー・コンピテンシー（重視する能力）					
コミュニケーション力	協働力	課題解決力	人間理解力	教育支援力	
教授方法（授業方法）					
知識教授型	対話型授業	演習・反復型授業	グループ演習	地域フィールドワーク	授業外学修指導・自主活動

授業計画

回数	授業内容 詳細	標準時間
第1回	Introduction: Introduce yourself	
	【予習】	
	【復習】 Summarize learning	
第2回	Work and Leisure: Discuss what people want from work	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】	
第3回	Problems: Talk about problems at work	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第4回	Working Across Cultures: Eating Out	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第5回	Travel: Talk about business travel	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第6回	Food and Entertaining: Discuss food from different countries	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第7回	Buying and Selling: Talk about buying different products	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第8回	Working Across Cultures: Communication Styles	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第9回	People: Talk about how you like to work	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	

第10回	Advertising	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第11回	Companies	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第12回	Working Across Cultures: Doing business internationally	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第13回	Communication	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第14回	Cultures: Look at some tips for doing business in another country	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第15回	Jobs: Discuss jobs	
	【予習】 Read the unit and listen to the unit audio material. Answer the unit questions in writing, on a separate piece of paper to hand in at the beginning of the class.	1分
	【復習】 Summarize learning	
第16回		
	【予習】	
	【復習】	

評価方法	Homework assignments 40%, Participation in class discussions and learning activities 40%, Quizzes 20%		
使用資料 < テキスト >	Elementary Market Leader 3rd Edition Business English Course Book	使用資料 < 参考図書 >	
授業外学修等			
授業外質問方法	The next period after class is suitable. Otherwise, please make an appointment.		
オフィス・アワー	On the second period, every Tuesday.		