

Georgia Institute of Technology

School of Modern Languages

CHINESE 3692: BUSINESS CHINESE LBAT 2012 SYLLABUS

Class hours: M-F 8:30 am -11:45 am
Instructors: LBAT director Chao Li & Local Instructors
email: chao.li@modlangs.gatech.edu

DESCRIPTION:

Objectives. As the first of the three courses during the six-week summer study program in Shanghai (China LBAT), this is an intensive, 3 week, 3 credit, 3rd year level proficiency based language course to simultaneously develop listening, speaking, reading, and writing skills in Mandarin Chinese. The in-class instruction will stress oral-aural facility, focusing on grammar and vocabulary drills, listening and conversation practices. The student is expected to continue expanding his/her knowledge of vocabulary (approximately 600-700 vocabulary written in characters), grammar and sentence structures.

Curriculum will be centered on approximately 12 selected lessons of the textbook, *A Practical Business Chinese Reader*, Revised Edition (Peking University Press, 2003). With the scenarios revolving around an American delegation's visit to China, the textbook introduces important aspects of commercial and business activity and the related social activities in a succinct, vivid and humorous language. The rate of study is approximately 1 day/lesson, adjusted down for later more complex lessons.

The curriculum is designed to mutually integrate in-class instruction/learning and activities outside of the classroom. Students are encouraged to interact with local Chinese citizens in order to increase their understanding of Chinese business culture and to practice the language skills learned in the classroom. Three mandatory cultural or business site visits are included.

REQUIRED TEXTS (provided):

《基础实用商务汉语》(修订版) “A Practical Business Chinese Reader (Revised Edition)”
edited by Guan Daoxiong (Peking University Press, 2003).

ML PERFORMANCE GOAL #1: PROFESSIONAL COMMUNICATION	
ML Learning Outcome 1 : Demonstrate oral and aural proficiency in the target language	CHIN 3692: Students will demonstrate oral proficiency at the Intermediate low ACTFL level
ML Learning Outcome 2: Demonstrate effective presentation skills in the target language	CHIN 3692: Students will demonstrate the ability to present in class for 10 minutes with minimal notes
ML Learning Outcome 3: Demonstrate writing proficiency in the target language	CHIN 3692: Students will produce a range of writing from simple written description to half page report at the Intermediate-Low level on the ACTFL scale
ML Learning Outcome 4: Demonstrate proficiency in comprehension of authentic written texts in the target Language	CHIN 3692: Students will demonstrate comprehension of authentic business topics drawn from textbook
ML PERFORMANCE GOAL #2: INTERCULTURAL SKILLS AND KNOWLEDGE	
ML Learning Outcome 5: Demonstrate in-depth knowledge of a <i>specific</i> target-language country or region	CHIN 3692: Students will learn to successfully discuss topics related to business in China arrival, hotels, formal meetings, scheduling, business banquets, negotiation, factory visits and payments
ML Learning Outcome 6: Demonstrate the ability to analyze an issue from target-culture perspective(s)	CHIN 3692: Students will display the ability to analyze basic topics related to doing business in China drawn from textbook topics: arrival, hotels, formal meetings, scheduling, business banquets, negotiation, factory visits and payments
ML Learning Outcome 7: Demonstrate critical reflection on cultural complexity and context	CHIN 3692: Students will display the ability to analyze and compare textbook business topics to their home culture

GRADING:

1. Attendance and Class Participation/Discussion (30%)

You're expected to actively participate in a variety of class activities geared toward language acquisition including, but not limited to, drills, conversation practices, pair works, dialogues, discussions, debates, skit performances, etc.

2. Vocabulary Quizzes (25%)

One vocabulary quiz will be held for each lesson. The format includes character, pinyin & definition.

3. Homework (20%)

Complete **Character Journal**. Students will keep a simple, neat, well organized character journal in which the vocabulary for each lesson will be numbered and copied 5 times each on sequential lines in the journal. The journal is due for grading at the beginning of the final exam. Please keep up with character practice, especially since knowledge of characters, pinyin and definitions are required on vocabulary quizzes as well as the final exam.

4. Final Oral Presentation (15%)

Students will prepare a final oral presentation of a topic chosen from the text (think of a dress rehearsal). Students should draw on their own photographs taken during cultural and/or business site visits, as well as other activities outside of class. Students should endeavor to demonstrate their acquisition of vocabulary, sentence structures, and business cultural understanding during this program.

5. Final Exam (10%)

The final written exam will be completed using Chinese characters.

Ga. Tech Scale: 100—90 A; 89—80 B; 79—70 C; 69—60 D; 59—0 F.

Note: minimum grade for “pass” if taking this class pass/fail is 70 (C).

SCHEDULE

Note: This schedule may be adjusted slightly depending on class progress.

LBAT Week #	Date	Day	In-Class Activities	Assignments
	6/3	Sunday		Preview L1, and prepare dictation
4	6/4	Monday	Lesson 1 — arrival in China 到达中国 Go over the syllabus Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L2, and prepare dictation
	6/5	Tuesday	Lesson 2 — at hotel 在旅馆 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L3, and prepare dictation
	6/6	Wed.	Lesson 3 – formal meeting 正式见面 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L4, and prepare dictation
	6/7	Thurs.	Lesson 4 – scheduling 日程安排 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L5, and prepare dictation
	6/8	Friday	Lesson 5 – attending business dinner 出席宴会	Preview L6, and prepare dictation

			Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	
5	6/11	Monday	Lesson 6 – initial negotiation 初步洽谈 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L7, and prepare dictation
	6/12	Tuesday	Lesson 7 – visit factory 参观工厂 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L8, and prepare dictation
	6/12	Wed.	Lesson 8 –negotiate price 价格谈判 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L9, and prepare dictation
	6/14	Thurs.	Lesson 9 – cultural similarity and difference 文化异同 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L10, and prepare dictation
	6/15	Friday	Lesson 10 –payment 交货和付款 Dictation Vocab and grammar drills	Preview L11, and prepare dictation 1

			Go over the text Conversation practice Discussion Student Presentation	
6	6/18	Monday	Lesson 11 day 1 – sales 销售代理 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Prepare dictation 2
	6/19	Tuesday	Lesson 11 day 2 – sales 销售代理 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Preview L12, and prepare dictation 1
	6/20	Wed.	Lesson 12 day 1– ad. and promotion 广告促销 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Prepare dictation 2
	6/21	Thurs.	Lesson 12 day 2– ad. and promotion 广告促销 Dictation Vocab and grammar drills Go over the text Conversation practice Discussion Student Presentation	Review for Final
	6/22	Fri.	Final Oral Presentation (morning) Final Written Exam (afternoon)	Character journal due