

國立勤益科技大學 語言中心 109學年度第 2學期

■課程大綱【 尊重智慧財產權，請使用合法教科書，不得非法影印！】

部別 Department	四技日間部 4-year Bachelor	開課代碼 Course Code	WB14	授課教師 Instructor(s)	林佑容 Yu- Jung Lin
科目名稱 Course Name	英語閱讀 Advanced English Reading	學分數 Credit	2.0	學時數 Hours	2.0
必/選修 Required/Elective	選修 Elective	開課單位 Course Department	語言中心 Language center	開課年級 Grade	
開課學期 Sememster	2	全程外語授課 Foreign language tecahing entirely	否(N)	主要授課語言 Main language	國語
先修課程 Prerequistites					
優質課程類別 Course attributes	一般課程 General Courses				
課程與校核心能 力關聯 Core competence	表達溝通能力 專業實務能力 Communication and Presentation Skill Professional Practice Skill				
課程與系核心能 力關聯 Department core competence					
<b>教科書 Textbook</b>					
English for Global Communication /Tanya Lin, Otto Tsai AMC Publishing Company 2018 ISBN:9780521532976					
<b>參考書目 Other References</b>					
1. Developing skills for the TOEIC Test, Paul Edmunds & Anne Taylor, 2007, Compass Publishing 2. Vocabulary and Reading Rayn Campbell, Yi Chen, Amy Gittelsohn, Michael Vergara, AMC Publishing Company, 2011,					
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<b>評量方式 Evaluation</b>					
[1]Midterm: 25% [2].Final exam: 30% [3]. Attendance: 15%					
[4]. Others: [quiz, homework, in-class performance, and exercises] 30% [5]. add points					
[1]Midterm: 25% [2].Final exam: 30% [3]. Attendance: 15%					
[4]. Others: [quiz, homework, in-class performance, and exercises ] 30% [5]. add points					
<b>課程目標 Course objectives</b>					
There are several goals of this course. The first goal of this course is to master business					

English. This book covers a well-defined and comprehensive scope of subjects which all business people will encounter and should be prepared for their daily working lives. Second, some additional information on vocabulary and common business English patterns is emphasized on this course. Students can increase their vocabulary and expressions by reading and listening articles.

### 內容綱要 Course Outline

1. 以一本當期雜誌為主軸，延伸其主題，補充一些網路新聞或新知。
2. 加強單字，文法及其發音。學生報告包括單字查閱，介紹一篇課本內的小短文，並延伸與主題相關的新聞報導，影片或新知。
3. 除了課本，每星期有主題式的文法練習
4. 讀一篇文章並寫出大綱或研究其書寫的結構。

This course is designed to improve student's reading ability and interest. The course is based on the latest book, TOEIC Breakthrough, which covers some important scope of subjects, which all business people need to realize. In addition, this class focuses on learning both English reading skills and the listening skills. Therefore, TOEIC listening practice will be the focus of the class, too.

Moreover, this book also lists some important vocabulary and phrases for learners. It is helpful for students to remember these key words effectively, and know how to use these words correctly.

Finally, by taking this class, we hope students not only become more enjoyable to read and listen to business English but also have an outstanding grade in their TOEIC test.

本課程主要是要提升學生的英文閱讀能力和興趣。主要是以空中美語出版社新出版的TOEIC Breakthrough為主要教材，這本書的內容包含從事商業的人必須了解知道的領域。此外，本課程的焦點不僅是閱讀技巧的學習，也包括各種主題的聽力技巧學習。所以多益聽力的練習，也是學習的焦點之一。更進一步，這個課程也特別列出文章中重要的單字和片語，來幫助學生們有效率地記住他們，同時也能正確地使用他們。最後，我們希望透過這門課，來讓學生們能夠不僅是更喜愛去閱讀和聆聽商業英文，也更能在多益的考試成績上有傑出的表現。

### 備註 Note

### 教學進度 Course schedule

週次	教學與作業進度	備註
1	Introduce the course and syllabus	
2	Unit 1 Jump Start	
3	Unit 1 and unit 2 Orienting a New Employee	
4	Unit 2 and unit 3 Equipped for the Job	
5	Unit 3 Equipped for the job	
6	Unit 4 Business Travel	Homework
7	Unit 5 Purchasing and quiz	

8	Review unit 1- unit 5 and quiz	
9	Midterm	
10	Check the midterm paper and unit 6 Meeting and Presentations	
11	Unit 6 Meeting and Presentations	
12	Unit 7 An Office Party	
13	Unit 7 and unit 8 Cloud Computing	Quiz
14	Unit 8 Cloud Computing and quiz	Homework
15	Unit 9 Setting up a Business	
16	Unit 10 Treatments Office Hope	
17	Review unit 6 - unit 10 and quiz	
18	Final exam	

**自編教材 Self-compiled textbook**

使用自編教材。

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