

| | | | | |
|------------------------------------|------------------------------------------------------------------------------------------|------------------------|----------------------------------------------------------|----------------------|
| Course Title (Subtitle) | Business Communication (英語によるビジネス・コミュニケーション) | | Term | Spring-Summer |
| | | | Day/Period | Wed. II |
| | | | Credit | 2 |
| Instructor | Prof. Britton Elliott BROOKS | Course Code | Required/Elective | Intended Year |
| | | 26176008 | Required | 1st |
| Schedule | ①4/8 ②4/15 ③4/22 ④4/30 ⑤5/13 ⑥5/20 ⑦5/27 ⑧6/3 ⑨6/10 ⑩6/17 ⑪6/24 ⑫7/1 ⑬7/8 ⑭7/15 ⑮7/29 | | | |
| Prerequisite | N/A | Keywords | International, Global, Brand, Identity | |
| Overall Goal | To improve students' listening and reading skills in English | Individual Goal | Improved English communicative competence and confidence | |

| | | | |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Course Overview | <p>This course aims to improve students' use of English for Business Communication. Class activities includes 4 skills usage: reading, writing, speaking, and listening.</p> <p>The course focuses on how Japanese businesses use English to project their corporate identities internationally. It aims to prepare students to use English for professional purposes, both in Japan and abroad.</p> | | |
| Access to the latest course information | <ul style="list-style-type: none"> ▪ Kyushu University Moodle | | |
| Class Styles | <ul style="list-style-type: none"> ▪ Lecture, seminar ▪ Group work ▪ Discussion | Materials | <ul style="list-style-type: none"> ▪ Textbook, Printed material ▪ Electronic media ▪ Audio/Video |

| | |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Teaching and Learning Methods | <p>○（講義）授業担当教員による解説（又は板書）を主とした形態であり，時折，学生との問答を通じて，関連の知識を深めていきます。(Lecture) This class will be conducted mainly by teacher's lecture and board writing. Students are sometimes requested to ask questions to the topics.</p> <p>○（演習）事前に学修した基礎的な知識を基に，特定の題材や問題を取り上げて，さらに知識等を深めていく形態です。講義とは異なり，学生が主体的に考える学修姿勢が求められます。(Seminar) This class will pick up specific topics. Students are requested to join class proactively.</p> <p>○（グループワーク、ペアワーク）学生同士でグループを作り，学生同士で話し合っ課題等を進める授業の方式です。(Group work) Students are requested to talk with other group member to fulfill a task.</p> <p>○（グループワーク、ペアワーク）課題を進める中でグループ内での自身の役割をくみ取ったり，臨機応変に自身の役割を変えたりすることが求められます。(Group work) Students are requested to understand how they act in a group and sometimes alternate their role flexibly.</p> <p>○（ディスカッション）特定のテーマに関して複数人で議論をする授業があります。テーマに沿って自身の意見を整理し，その内容を他の学生に伝えることや，他の学生の意見に対して，賛成なのか，あるいは反対なのか自身の立場を示し，その理由とともに自身の意見を再構築し，他の学生との合意点を探ることが求められます。(Discussion) Students are requested to discuss about specific topics with other students. It is necessary to order one's opinion and address it with reasons.</p> |
| Textbook References | <p>Leading the Way: Major Japanese Corporations [Second Edition]; Kenji Ozawa, Kazuhiro Koizumi, Chiaki Yamazaki; Nan'un Do, 9784523179276, 本体2,000円＋税</p> <ul style="list-style-type: none"> ◎受講前に受講者が入手する必要がある資料 ○受講開始後に必要となる可能性がある資料 ●知識を拓げるために読んだ方がよい資料 |
| Grading Policy | <p>Students will be graded on their participation in class and performance in weekly quizzes, worksheets, and homework. The Final Exam will be given in Week 15.</p> |