

CHIN3304: Business Chinese – Fall 2009

Instructor: Dr. Z. Zhang

Time: T, TH. 8:30-10:00am Rm.: AH 12

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Office Hours: T, TH. 10:00 – 11:00 and by appointment

Course Description:

The burgeoning economic development of China has brought a great demand for Business Chinese courses on campuses of the USA. In this course, we will study conversations that occur in real-life situations in China. The scenarios are intended to be typical of those encountered by American business people who have joint ventures with Chinese companies or operate their American branch offices in China. As the author of the textbook states, “Authentic language of modern Chinese, which occurs in realistic business contexts, is employed to the greatest extent in order to provide the most efficient examples for students to imitate and eventually enhance their Chinese language proficiency”.

We will also study the cultural background that closely relates to business operations in China. Cultural background information frequently explains the pattern and manner in which Chinese business is operated or managed.

In addition, we will use the rich resources from the Chinese community in Houston. Students are required to interview Chinese business people and report their reflections on the interview to the class. We will also invite them to give talks to our students in our class.

Textbook and Materials:

基础实用商业汉语 A Practical Business Chinese Reader

Audio of the text from the Webct site.

Supplementary e-materials (readings, videos, and dictionaries) accessible from the course Webct site.

Learning Outcomes:

Conversation:

Students will be able to make conversation on business situations and negotiate meaning.

Reading and writing:

Students will be able to use reading strategies to improve their reading comprehension. Students will write short essays to express their viewpoints and demonstrate their analytical skills and critical thinking abilities.

Course Requirements and Grading:

1. Attendance (10%): You are allowed two absences. One point (from the 10%) will be marked down for each subsequent absence. Four incidents of tardiness will be counted as one absence.
2. Homework (25%): You may turn in one homework late, after which no late homework will be accepted.
3. Quizzes (45%): Quizzes are based on the homework. No make up quizzes.

4. Mid-term project (10%). **Both** an oral presentation **and** a written submission on the issues discussed in your interview or conversation with Chinese business people. The length of the presentation: About 2 minutes for each student. This may be a group work.

5. Final project (10%): You select a topic from the course and develop it into an oral report or an essay of 2 pages.

6. Consult and converse with Chinese tutors or Chinese friends for more than 20 minutes each time. You receive .25% extra points each time. The extra point should be no more than 3%.

Course Schedule

1. Aug. 25-27	Lesson 1, HK: p.6 (1); P. 8 (4, 5); p. 9 (1, 2); p. 10 (3); p. 11 (5, 1)
2. Sept. 1-3	Hk L1 due. Lesson 2, HK: p. 22 (2); p. 23 (4, 1, 2); p. 24 (3)
3. Sept. 8-10	Hk L2 due. Quiz for Ls 1&2
4. Sept. 15-17	Lessons 3 HK: pp.34-35 (1-4); pp. 36 -37 (1-4); p. 38 (5)
5. Sept. 22-24	HK L3 due. Lesson 4 HK: p 49 (3-4); pp. 50-51 (5, 1, 2, 3, 4); p.53 (2)
6. Sept. 29-1	Hk L4 due. Quiz for Ls 3 & 4
7. Oct. 6-8	Lesson 5, HK: p. 61 (1, 3); p. 62 (4, 2); p.(63: 3, 4); p.65 (2), p. 66 (4).
8. Oct. 13-15	L5 HK due. Lesson 6, HK p.75: 1, p. 76: 2, 3, 4, p. 77: 2, p. 78: 4, p.80: 3.
9. Oct. 20-22	HK L6 due. Quiz for Ls 5&6
10 Oct. 27-29	Invited guest and Student Presentation Presentation of your interview of Chinese people in Houston is due on Oct. 30. It is an oral presentation of 3-5 minutes. You may make it into a video form and you can play the video to class, and you also make comments on the content of the interview in class. Or you can just report the content of the interview in class. Both oral and written forms are required.
11. Nov. 3-5	Lessons 7: HK: pp88-89 (1,2,3); p. 90 (5); p. 91 (1-4) p93: (2)
11. Nov. 10-12	L7 HK due. Lesson 8, HK: pp 102-104 All the items.
12. Nov. 17-19	L.8 Hk Due. Quiz for Ls 7 & 8
13. Nov. 24-Thanksgiving	Lesson 9 HK: p. 116: 3, 1, 2, 3, p. 118: 2, p.119:2
14. Dec. 1-3	L. 9 HK due. Quiz for L 9
	Submit your final project Final written project or oral due. Discussion Culture differences in business in general, about 2 pages, more than two-three paragraphs. OR Speech presentation of p. 5, p. 47 & p. 73.