

科目名	担当教員名	学期
English for Business II (Pre-Intermediate)	Daniel Robinson	後期 Second Semester
目的 (Aims)	<ol style="list-style-type: none"> 1. Students will be able to use a range of vocabulary to describe and discuss customer service, travel, orders and deliveries, sales and advertising, and new ideas. 2. Students will be able to politely give their opinions. 3. Students will be able to make small talk and develop a conversation. 4. Students will be able to make and respond to suggestions. 5. Students will be able to manage the discussion in meetings. 6. Students will understand the requirements of giving a formal structured presentation and will have had some practice doing so. 	
概要 (Overview)	Students will develop their range of vocabulary and lexis in order to discuss a range of topics in contemporary business and working life, as well as developing their communication skills for a number of essential business situations. Students' will also have the opportunity to improve their knowledge of English grammar and apply it in communicative business situations.	
到達目標 (Objects)	To improve students' spoken English communication skills in various business contexts and improve their general reading and listening comprehension.	
成績評価の 基準と方法 (Grade Calculation)	I will award a grade based on students' improvement over the period of the course. This will be based on the expectations for the level of study. I will also take in to account students' attendance and contributions to the classes.	
履修条件 (Requirement)	Pre-Intermediate English conversation ability, including a basic understanding of English grammar - the equivalent to a TOIEC score of approximately 550 – 650 (with leniency).	
授業計画 (Content of Lectures)		
第1週 Week 1	<ul style="list-style-type: none"> • Guidance - course/study method introduction • Self- level check activity 	
第2週 Week 2	Unit 6 <ul style="list-style-type: none"> • Customer Service - vocabulary and discussion 	
第3週 Week 3	<ul style="list-style-type: none"> • Language at work - comparisons 	
第4週 Week 4	<ul style="list-style-type: none"> • Business communication skills – asking for and giving opinions 	

第5週 Week 5	Unit 7 • Travel – vocabulary and discussion
第6週 Week 6	• Language at work – countable and uncountable nouns
第7週 Week 7	• Business communication skills – making small talk and developing conversation
第8週 Week 8	Unit 8 • Orders – vocabulary and discussion
第9週 Week 9	• Language at work – talking about the future (plans and decisions)
第10週 Week 10	• Business communication skills – making and responding to suggestions
第11週 Week 11	Unit 9 • Selling – vocabulary and discussion
第12週 Week 12	• Language at work – modal verbs for obligation, necessity, and prohibition
第13週 Week 13	• Business communication skills – controlling the discussion in meetings
第14週 Week 14	Unit 10 • New Ideas (the environment) – vocabulary and discussion
第15週 Week 15	• Language at work – the passive
テキスト 参考書等 (Textbook, Reference)	Business Result: Pre-Intermediate Student's Book, David Grant & Jane Hudson, Oxford University Press 2009
その他 特記事項 (Others)	<p>※Students are welcome to take the English for Business courses in any order.</p> <p>※English for Businessコースは、コース名に関わらずどのクラスからでも受講開始して頂けます。コース名の I、II は難易度を示すものではありません。</p>