

Module Code	Course Term	
Course Subject Name	Business Japanese I	Spring
Course Tutor	A. Yamada etc.	The 4th Semester
Credit	1	Taught Day
Schools	School of Agriculture	TUE 2 & FRI 1
Taught Year	The 2nd year	
Campus	Ito campus	
Subject Area	Lecture	
Course Subject Classification	Subjects for Languages and Culture	
Course Requirements		
Course Requirement (Pre-requisite)	Each class (Level1 and 2) requires a different level of abilities as described below: 【Level1: Elementary】 This class is designed for students who have already studied the grammar and vocabulary at the elementary level. 【Level2: Intermediate】 This class is designed for students who have already studied the grammar and vocabulary at the intermediate level.	
Course Outline		
The main purpose of this course is to develop speaking and writing skills in Japanese needed for getting job and performing well in workplace. In this course, students will learn to communicate in Japanese in various social situations, and students are expected to be able to discuss various issues and to make a presentation through this course. ※This course is divided into two levels: Elementary and Intermediate.		
key words		
Formal and Informal Speaking Styles, Business Manner, Discussion, Presentation		
Study Objectives (General)		
【Level1: Elementary】 Upon completing the class, students will be able to: ■ Perform routine tasks in Japanese in their daily lives (e.g., inviting someone, asking for permissions, and making suggestions, etc.); and ■ Give a presentation on a familiar topic within his/her field, give reasons and explanations for opinions and plans. 【Level2: Intermediate】 Upon completing the class, students will be able to: ■ Perform routine tasks in Japanese in formal situations (e.g., inviting someone, asking for permissions, and making suggestions, etc.); ■ Express their views with a coherent discourse; and ■ Understand the main points of a speech on familiar matters/social issues.		
Study Objectives (Specific) The course aims to achieve the following:		
Course Plan		
Tentative weekly class schedules are as follows (subject to change): Note: The instructor will clarify the detailed schedule during the first class meeting. 【Level1: Elementary】 Week1. Course Introduction and Job Hunting in Japan Week2-7. Conversation Practices for Daily Life (『初級にほんご会話』L16,18-21) Week8. Mid-term Exam (Writing test and Role play) Week9-10. Conversation Practices for Daily Life (『会話に挑戦!』L3-4) Week11. Preparation for Speech 1 Week12. Conversation Practices for Daily Life (『会話に挑戦!』L6) Week13. Preparation for Speech 2 Week14. Individual Speech Week15. Final Exam (Writing Test and Role-Play) 【Level2: Intermediate】 Week1. Course Introduction and Job Hunting in Japan Week2-9. Conversation Practices for Formal & Informal Situations Week10. Exam (Writing Test & Role Play) Week11-13. Listening Tasks (Making Summaries and Discussion) Week14-15. Business Manners		
Course Approaches	Lecture	
Textbooks	【Level1: Elementary】 ・小池真理他(2011)『聞く・考える・話す 留学生のための初級にほんご会話』スリーエーネットワーク ・中居順子他(2005)『会話に挑戦! 中級前期からの日本語ロールプレイ』スリーエーネットワーク 【Level2: Intermediate】 ・金子広幸(2006)『にほんご敬語トレーニング』アスク ・清水崇文(2013)『中上級学習者のためのブラッシュアップ日本語会話』スリーエーネットワーク, etc.	
Reference Books		
Study consultation (office hour)	Akiko YAMADA (Ms.) Office Location: Office Hours: By appointment Email: yamada.akiko.623@m.kyushu-u.ac.jp Telephone (extension):	
Exams/Results Evaluation Method	Each class uses different grading criteria based on the level. For each level, a student's overall course grade will consist of the breakdown of course work items and each item's respective worth (as a percentage of the total course grade) outlined below: 【Level1: Elementary】 Role-Play Performances (examination and in-class activities) 30%; Speech 20%; Homeworks 30%; Learning Attitude 30% 【Level2: Intermediate】 Role-Play Performances (examination and in-class activity) 30%; Discussion 20%; Homeworks 30%; Learning Attitude: 20%	
Others	RUBRICs for Assessment are here: http://syllabus.kyushu-u.ac.jp/(KIKAN Education Courses of IUPE)	