

110年4月22日109學年度第2學期第1次課程發展委員會議審議通過
114年1月23日113學年度第1學期第1次課程發展委員會議修訂通過

選 別	屬性	第一學年				第二學年				第三學年				第四學年									
		科目名稱	第一學期		第二學期		科目名稱	第一學期		第二學期		科目名稱	第一學期		第二學期		科目名稱	第一學期		第二學期			
			學分	時數	學分	時數		學分	時數	學分	時數		學分	時數	學分	時數		學分	時數	學分	時數		
必修	基礎 通識	國文	2	2	2	2	進階英文	2	2														
		基礎英文	2	2	2	2	職場倫理與工作態度	2	2														
		台灣歷史與文化	2	2			資訊素養與倫理			2	2												
		法律與生活				2	2																
		網際網路應用				2	2																
	院共同	溝通技巧	2	2			管理學	2	2														
		跨文化溝通				2	2	商業套裝軟體*				2	2										
	專業 課程	日語語法	4	4	4	4	日語訓練	2	2	2	2	進階日文	2	2	2	2							
		日語聽講練習*	2	2	2	2	職場日語聽力訓練*	2	2			商業日文書信*				2	2						
		日語會話*	2	2	2	2	服務業日語*	2	2			日語口筆譯*				2	2						
							觀光日語*				2	2	語言測驗				0	0					
							日文寫作技巧	2	2			商用日文*	2	2									
							日文閱讀技巧				2	2	第二外國語(三)	2	2								
							日語溝通技巧*				2	2	第二外國語(四)				2	2					
							第二外國語(一)	2	2														
							第二外國語(二)				2	2											
小 計			16	16	18	18		16	16	14	14		6	6	8	8		0	0	0	0		
選 修	專業 選 修	日語語法練習	2	2			日本產業概論	2	2			日本文書處理(一)*	2	2			學期校外實習(一)*	4	17				
		日本文化概論	2	2			台日關係	2	2			日本文書處理(二)*				2	2	學期校外實習(二)*	5	20			
		日語繪本*				2	2	日本史地	2	2			商業秘書日文*	2	2			學期校外實習(三)*			4	17	
		生活日語*				2	2	日語配音訓練*	2	2			進階職場日文*				2	2	學期校外實習(四)*			5	20
							日本民俗				2	2	產經文章導讀	2	2			日中翻譯實務訓練*	3	3			
							旅館日語*				2	2	經貿日語*				2	2	中日翻譯實務訓練*			3	3
							媒體日語聽解*				2	2	專業日語訓練(一)	2	2			科技日文*	3	3			
													專業日語訓練(二)				2	2	新聞日語*			3	3
													證照輔導(一)	2	2			日語談判與交涉實務*	3	3			
													證照輔導(二)				2	2	日文簡報技巧*			3	3
																		日語綜合練習(一)	3	3			
																		日語綜合練習(二)			3	3	
		小 計			2	2	2	2		6	6	4	4		8	8	8	8		9	9	9	9
合 計			18	18	20	20		22	22	18	18		14	14	16	16		9	9	9	9		

必選 博雅通識：由通識教育中心開課分4類共8學分，學生畢業前至少須取得各類2學分。

英檢英文於二年級下學期開設，為必修1學分2小時。

體育：一年級為必修課程(第一學期與第二學期均為0學分2小時)，二、三、四年級為選修課程。

* 學生畢業學分數規定：至少需修滿128學分方可畢業，其中包括必修79學分(基礎通識20、英檢英文1、專業課程58)，必選8學分(博雅通識)，選修41學分(系上專業選修至少32學分)。

* 外籍生之第二外國語得開設「華語」。

* 校外實習課程時數依本校「學生校外實習作業要點」以及教育部規定實施。

* 畢業學分中校外實習學分至多承認18學分。

* 選修課程小計是指當學期應開之最低學分/時數。

* 課程名稱後加註「*」者為實作課程。

Four-Year Program Curriculum of Department of Applied Foreign Languages (Japanese)

2021 Academic Year

Reviewed and approved by the 1st Curriculum Development Committee on April 22, 2021.

Amended by the 1st Curriculum Committee of the Business & Management College for the 1st Semester of the 113th Academic Year on January 23, 2025.

Subject	Caterogy	First year				Second year				Third year				Fourth year							
		Course Name		1st Sem.		2nd Sem.		Course Name		1st Sem.		2nd Sem.		Course Name		1st Sem.		2nd Sem.			
				Credit	Hour	Credit	Hour			Credit	Hour	Credit	Hour			Credit	Hour	Credit	Hour	Credit	Hour
Required Subject	Basic General Education	Chinese	2	2	2	2	Advanced English	2	2												
		Basic English	2	2	2	2	Workplace Ethics And Working	2	2												
		History And Culture Of Taiwan	2	2			Information Literacy And Ethics			2	2										
		Law And Life			2	2															
		Internet Application Technology			2	2															
	Common for College	Communication Skill	2	2			Management	2	2												
		Cross Culture Communication			2	2	Business Software Packages*			2	2										
	Professional Courses	Japanese Grammar	4	4	4	4	Japanese Training	2	2	2	2	Advanced Japanese	2	2	2	2					
		Japanese Listening And Speaking Training*	2	2	2	2	Workplace Japanese Listening*	2	2			Busines Japanese Writing*			2	2					
		Japanese Conversation*	2	2	2	2	Hospitality Japanese*	2	2			Japanese Translation And Interpreting*			2	2					
						Tourism Japanese*			2	2	Language Proficiency Testing			0	0						
						Japanese Writing Skills	2	2			Business Japanese*	2	2								
						Japanese Reading Skills			2	2	Second Foreign Language(III)	2	2								
						Japanese Communication Skill*			2	2	Second Foreign Language(IV)			2	2						
						Second Foreign Language(I)	2	2													
						Second Foreign Language(II)			2	2											
Subtotal			16	16	18	18		16	16	14	14		6	6	8	8		0	0	0	0
Elective Subject	Professional Courses	Japanese Grammar And Training	2	2			Introduction To Japanese Industry	2	2			Japanese Word-Processing(I)*	2	2			Internship Program(I)*	4	17		
		Introduction To Japanese Culture	2	2			Taiwan-Japan Relationship	2	2			Japanese Word-Processing(II)*			2	2	Internship Program(II)*	5	20		
		Japanese Picture Book*			2	2	Japanese History And Geography	2	2			Japanese For Business Secretary*	2	2			Internship Program(III)*			4	17
		Japanese For Everyday Use*			2	2	Japanese Dubbing Training*	2	2			Advanced Workgplace Japanese*			2	2	Internship Program(IV)*			5	20
						Japanese Folk Culture			2	2	Industrial Articles Reading	2	2			Japanese-Chinese Translation Training*	3	3			
						Japanese For Hotel Staff*			2	2	Japanese For Economics And Trade*			2	2	Chinese-Japanese Translation Training*			3	3	
						Media Japanese Listening & Speaking*			2	2	Professional Japanese Training (I)	2	2			Technological Japanese*	3	3			
											Professional Japanese Training (II)			2	2	Journalistic Japanese*			3	3	
											Certification Guidance (I)	2	2			Japanees Negotiation Practices*	3	3			
											Certification Guidance (II)			2	2	Japanese Presentation Technique*			3	3	
																Japanese Integrated Practice(I)	3	3			
																Japanese Integrated Practice(II)			3	3	
Subtotal			2	2	2	2		6	6	4	4		8	8	8	8		9	9	9	9
Total			18	18	20	20		22	22	18	18		14	14	16	16		9	9	9	9

* Liberal Arts: Courses offered by the General Education Center are divided into 4 categories with a total of 8 credits. Students must obtain at least 2 credits in each category before graduation.

* "English for Proficiency Tests" will be offered in the second semester of the second grade, and it is a required course of 1 credit and 2 hours.

* Physical education: the first grade is a required course (the first and second semesters are 0 credit and 2 hours), and the second, third and fourth grades are elective courses.

* Regulations on the number of credits for students to graduate: at least 128 credits are required to graduate, including 79 credits for required courses (Basic General Studies 20, English for Proficiency Tests 1, professional courses 58), 8 required credits (Liberal General Studies), and 41 elective credits (At least 32 credits of major electives in the department).

* Foreign students are allowed to take "Mandarin" as the Second Foreign Language.

* The hours of off-campus internship courses are implemented in accordance with the school's "Off-Campus Internship Guidelines for Students" and the regulations of the Ministry of Education.

* A maximum of 18 credits are recognized for off-campus internship credits in graduation credits

* The elective course subtotal refers to the minimum number of credits/hours that should be offered in the semester.

* Courses marked with "*" after the course name are practical courses.