

108年3月29日107學年度第2學期第1次課程發展委員會議審議通過
111年8月15日111學年度第1學期第1次商管學院課程委員會議修訂通過

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															
	核心 通識	台灣歷史與文化	2	2			職場倫理與工作態度	2	2												
		法律與生活			2	2	資訊素養與倫理			2	2										
		創意思考與方法			2	2															
	院共同	管理學	3	3							企業倫理	3	3								
		商業套裝軟體	3	3																	
	專業 課程	英文聽力訓練	2	2	2	2	導遊領隊英語	2	2		英語文證照輔導	2	2	2	2						
		英語發音與口語訓練	2	2	2	2	觀光旅遊英語			2	2	英語演說技巧	2	2							
		英文閱讀與討論	2	2	2	2	台灣文化英語解說	2	2		專業英文寫作技巧			2	2						
		英文寫作	2	2	2	2	英語導覽解說			2	2	商務英文	2	2							
		英文文法與句型	2	2	2	2	國際禮儀英文	2	2		英文商務簡報			2	2						
							跨文化溝通			2	2	第二外國語(三)	2	2							
							第二外國語(一)	2	2		第二外國語(四)			2	2						
							第二外國語(二)			2	2	語言測驗			0	0					
小 計			20	20	16	16		10	10	10	10		11	11	8	8		0	0	0	0
選 修	專業 選修	職場英語	2	2			餐旅英語	2	2		英語教材與教法	2	2			學期校外實習(一)	4	17			
		文學概論	2	2			服務產業英文	2	2		國際會議英文	2	2			學期校外實習(二)	5	20			
		英語繪本教學	2	2			證照輔導(一)	2	2		商務秘書英文	2	2			學期校外實習(三)			4	17	
		英文雜誌選讀			2	2	外文名著賞析	2	2		媒體英文	2	2			學期校外實習(四)			5	20	
		溝通技巧			2	2	時事英文選讀			2	2	商用英文選讀	2	2			英文文案撰寫	3	3		
		專業職場英文			2	2	網路外文			2	2	商業英文書信			2	2	影音製作報告技巧	3	3		
		語言學概論			2	2	證照輔導(二)			2	2	外語教學訓練			2	2	科技英文	3	3		
							導遊領隊實務			2	2	多媒體語言教學			2	2	新聞英文			3	3
												行銷英文			2	2	商業經營實務			3	3
																	語言與文化			3	3
小 計			4	4	6	6		6	6	6	6		8	8	6	6		9	9	9	9
合 計			24	24	22	22		16	16	16	16		19	19	14	14		9	9	9	9

必選 分類通識：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。
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。
勞作教育：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)。
* 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75學分(基礎通識4、核心通識10、院共同9、專業課程52)，必選8學分(分類通識)，選修45學分(系上專業選修至少34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。

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

2019 Academic Year

Reviewed and approved by the 1st Curriculum Development Committee on March 29, 2018.
Amended by the 1st Curriculum Committee of Business & Management College on August 15, 2022.

		Announced by the 1st Curriculum Committee of Business & Management College on August 1st, 2022																			
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															
	Core general education	History And Culture Of Taiwan	2	2			Workplace Ethics And Working Attitudes	2	2												
		Law And Life			2	2	Information Literacy And Ethics			2	2										
		Creation & Innovation			2	2															
	Common for college	Management	3	3						Business Ethics	3	3									
		Business Software Packages	3	3																	
	Professional Courses	English Listening Training	2	2	2	2	English For Tour Guide And Tour Manager	2	2		English Proficiency Guidance For Certificates	2	2	2	2						
		English Pronunciation And Speaking	2	2	2	2	English For Tourism			2	2	English Public Speaking	2	2							
		English Reading Comprehension & Discussion	2	2	2	2	English Training For Guiding Of Taiwanese Culture	2	2		Professional English Writing			2	2						
		English Writing	2	2	2	2	English For Guiding Tours			2	2	Business English	2	2							
		English Grammar And Sentence Pattern	2	2	2	2	Engnih For International Protocol	2	2		Business Presentation In English			2	2						
						Cross Culture Communication			2	2	Second Foreign Language(III)	2	2								
						Second Foreign Language(I)	2	2		Second Foreign Language(IV)			2	2							
						Second Foreign Language(II)			2	2	Language Proficiency Testing			0	0						
	Subtotal		20	20	16	16		10	10	10	10	11	11	8	8			0	0	0	0
Elective Subject	Professional Courses	English In Workplace	2	2			English For Hospitality	2	2		English Teaching Materials & Methodologies	2	2			Internship Program(I)	4	17			
		An Introduction To Literature	2	2			English For Service Industry	2	2		English For International Conference English	2	2			Internship Program(II)	5	20			
		Teaching English Picture Books	2	2			Certification Guidance (I)	2	2		English For Secretaries	2	2			Internship Program(III)			4	17	
		Selective Reading Of English Magazines			2	2	Selected Readings in Foreign Language Literature			2	2	Media English	2	2			Internship Program(IV)			5	20
		Communication Skill			2	2	Selected Readings In Current Events			2	2	Selected Readings In Business English	2	2			English Project Writing	3	3		
		Professional Workplace English			2	2	Internet Foreign Language			2	2	Business English Writing			2	2	Video Production & Presentation Skills	3	3		
		An Introduction To Linguistics			2	2	Certification Guidance (II)			2	2	Introduction Of Foreign Language Teaching			2	2	Technology English	3	3		
						Tour Guides and Team Leaders in Practice			2	2	Multimedia Language Teaching			2	2	English News			3	3	
											English For Marketing			2	2	Business Operations Strategy & Practice			3	3	
																Language & Culture			3	3	
Subtotal		4	4	6	6		6	6	6	6	8	8	6	6			9	9	9	9	
Total		24	24	22	22		16	16	16	16	19	19	14	14			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.

* 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.

* Labor education: the first grade is a compulsory course (the first semester and the second semester are both 0 credit and 2 hours).

* Regulations on the number of credits for students to graduate: at least 128 credits are required to graduate, including 75 credits for required courses (Basic General Studies 4, Core General Studies 10, Common for College 9, professional courses 52), 8 required credits (Liberal General Studies), and 45 elective credits (At least 34 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.