

Contents

0003788 Basic English II -1	37
0003834 Basic English II -2	37
0003835 Basic English II -3	38
0003836 Modern English II -4.....	38
0006119 Translation Theory and Practice.....	38
0002161 Advanced English I-1	39
0002162 Advanced English I-2	40
0007321 Practical English Writing	40
0007661 Basic English Writing	41
0005046 Oral English-1	42
0005049 Oral English-2	42
0000490 Oral English-3	42
0000491 Oral English-4	43
0007135 English Listening-1	43
0000493 English Listening-2	44
0000494 English Listening-3	45
0000512 English Listening-4	45
0003616 Extensive English Reading I-1	46
0003647 Extensive English Reading I-2.....	47
0007317 Intermediate English Writing-1	47
0007318 Intermediate English Writing-2.....	47
0007319 Extensive Reading for English Language Students-1	48
0007320 Esp Reading for English Major Students-2.....	49
0007084 English Learning and English Literary Works Studying	49
0007322 Consecutive Interpretation	50
0003429 Survey of English Speaking Countries.....	51
0003878 Writing Academic English	51
0004265 Introduction to English Linguistics	52
0004821 Basic Japanese II -1	52
0006104 Basic Japanese II -2	53
0006105 Basic Japanese II -3	53
0006106 Basic Japanese II -4	53
0000402 Advanced Japanese-1	54
0000403 Advanced Japanese-2	54
0006107 Japanese Translation-1	55
0007334 Basic Japanese Writing	55
0000447 Oral Japanese-1	56
0000448 Oral Japanese-2	56
0000508 Japanese Listening-1	57
0000451 Japanese Listening-2.....	57
0004820 Japanese Pronunciation I.....	58
0000720 History of Japanese Literature.....	58
0002318 Survey of Japan.....	58
0000454 Japanese Grammar	59

0007339 Selective Reading of Japanese: Newspapers and Periodicals (Self-Learning).....	59
0007340 Appreciation of Japanese Literature	60
0004278 Japanese Translation-2	60
0007341 Introduction to Japanese Linguistics	61
0007342 Basic Integrated Japanese	61
0007343 Advanced Integrated Japanese-1	62
0007344 Advanced Integrated Japanese-2	62
0007328 International Business	63
0007325 Business Negotiation.....	63
0006790 Business Etiquette (English)	64
0006132 Introduction to Intercultural Communication.....	64
0007323 A Survey of British and American Literature	65
0003972 Commercial Japanese Writing I	66
0007345 Japanese Thesis Writing	66
0004272 Business Japanese	67
0007346 Seminar on Business Japanese	67
0006439 Business Etiquette (Japanese)	67
0003630 The History of Japanese Economy	68
0004272 The Thought of Japanese.....	68
0004275 History of Japan-U.S. Relationship	69
0006791 Comprehensive Training in Advanced English	69
0006614 Comprehensive Training in Basic English	70
0004152 Hot Business Topics Seminar.....	70
0004816 English Pronunciation I.....	71
0006136 Pragmatic Translation Between Chinese and English-1	71
0006143 Pragmatic Translation Between Chinese and English-2.....	71
0006120 Introduction to Oral Interpretation	72
0007735 Cognitive Study.....	73
0007736 Internship	73
0009042 Graduation Design (Paper).....	73
0006311 Workshop in Japanese Business	74
0006310 Japanese Cultural Workshop I.....	74
0007336 Advanced Training in Japanese Listening-1	74
0006317 Advanced Training in Japanese Listening-2.....	75
0006109 Japanese Interpretation Training	76
0006301 Training in Japanese Extensive Reading I-1	76
0006302 Training in Japanese Extensive Reading I-2	77
0006303 Training in Japanese Extensive Reading I-3	77
0006303 Training in Japanese Extensive Reading I-3	78
0006304 Training in Japanese Extensive Reading I-4	78
0006307 Japanese Oral Training Intermediate Level -1	79
0006305 Intermediate Training in Japanese Listening-1	79
0006306 Intermediate Training in Japanese Listening-2	80
0007335 Intermediate Japanese Writing	81
0007735 Cognitive Practice	81
0007736 Professional Practice	82

Course Number: 0003788

Course Title: Basic English II-1

Credit: 6 Total Credit Hours: 96

Students: Grade One, English Major

Prerequisites: English Courses in High School

Evaluation Method: Written Examination

Course Description:

This course offers students an opportunity to create a solid base in English communicative skills, to increase fluency and accuracy in speaking, and to promote greater comprehension to facilitate functioning in social and academic environments. Students practice contextual grammatical structures through various activities, reinforcing their learning through discussions, teacher-designed materials, and textbook work. This course also helps students use dictionary skills effectively to grasp the correct meanings of words and phrases, construct simple sentences in correct grammatical structure, deliver short presentations on simple topics, identify features of basic writing skills, demonstrate ability to use both intensive and extensive reading strategies, and participate in class discussions with confidence.

Recommended Textbooks/References:

1. Yang Limin, Contemporary College English Intensive Reading 1, Foreign Language Teaching and Research Press, 2003

Course Number: 0003834

Course Title: Basic English II-2

Credit: 6 Total Credit Hours: 96

Students: Grade One, English Major

Prerequisites: Basic English II-1

Evaluation Method: Written Examination

Course Description:

This course offers students an opportunity to create a solid base in English communicative skills, to increase fluency and accuracy in speaking, and to promote greater comprehension to facilitate functioning in social and academic environments. Students practice contextual grammatical structures through various activities, reinforcing their learning through discussions, teacher-designed materials, and textbook work. This course also helps students use dictionary skills effectively to grasp the correct meanings of words and phrases, construct simple sentences in correct grammatical structure, deliver short presentations on simple topics, identify features of basic writing skills, demonstrate ability to use both intensive and extensive reading strategies, and participate in class discussions with confidence.

Recommended Textbooks/References:

1. Yang Limin, Contemporary College English Intensive Reading 2, Foreign Language Teaching and Research Press, 2003

Course Number: 0003835

Course Title: Basic English II-3

Credit: 6 Total Credit Hours: 96

Students: Undergraduates in English Major

Prerequisites: Basic English II-1, Basic English II-2

Evaluation Method: Written Exam

Course Description:

This course aims to help students' master words and phrases, sentence patterns and fundamental grammar through language drill and text appreciation. After learning this course, students should be equipped with various expressions and characteristics and different English writing styles. Besides, they are trained to gain oral and written express skills and cross-cultural communication skills in order to prepare for advanced English studies.

Recommended Textbooks/References:

1. Yang Limin, Contemporary College English Intensive Reading 1, Foreign Language Teaching and Research Press, 2003

Course Number: 0003836

Course Title: Modern English II-4

Credit: 6 Total Credit Hours: 96

Students: Second-grade undergraduate students Major in English

Prerequisites: Basic English II-3

Evaluation Method: Written Exam

Course Description:

This course is to foster students' ability in language learning and textual comprehension through linguistic drill and textual analysis. Students are required to be familiar with various English textual styles, enlarge vocabulary and enhance ability in both oral and written communication. With the improvement of such linguistic skills as listening, speaking, reading, writing and translating, students should be capable of passing CET-4.

Recommended Textbooks/References:

1. YANG Limin. Contemporary College English 4. Foreign Language Teaching and Research Press, 2003
2. YANG Limin. Contemporary College English 4 Teacher' s Book. Foreign Language Teaching and Research Press, 2003

Course Number: 0006119

Course Title: Translation Theory and Practice

Credit: 3 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: Basic English II-1, 2

Evaluation Method: Written Exam

Course Description:

This course is the introduction to translation, whose content consists of two parts: 1. general

knowledge of translation theory; 2. mastery and practice of translation skills. The focus of the course is on the contrast between the English and Chinese languages and corresponding translation strategies. Students are supposed to acquire a comprehensive picture about translation via this course, which serves as a foundation for the more advanced courses in the future.

Recommended Textbooks/References:

1. MU Lei. An Elementary Coursebook on English-Chinese Translation. Higher Education Press, 2008

Course Number: 0002161

Course Title: Advanced English I-1

Credit: 4 Total Credit Hours: 64

Students: Undergraduates in English Major

Prerequisites: Basic English II-4

Evaluation Method: Written Exam

Course Description:

Advanced English I-1 is a compulsory course for students of English major at their senior stage. It focuses on developing students' integrating skills of using English, and improving their communicative competence and practical ability.

The course focuses on the text book Contemporary College English 5, expounding and analyzing great masterpieces of comprehensive topics and different styles of contemporary English materials concerning politics, economics, linguistics, art, education, philosophy, etc. Hence it helps to consolidate the basic grammar and vocabulary learned by students at earlier stage, improve their ability of analyzing and understanding more complicated English styles, broaden their range of knowledge, further their recognition and understanding of the society and human life. It is supposed to improve students' ability of logic and independent thinking as well as English language skills, in turn to promote their English reading and expressing skills to an advanced level with a better understanding of the cultural context of British and American English.

Recommended Textbooks/References:

1. MEI Renyi. Contemporary College English 5 (first Edition). Foreign Language Teaching and Research Press, 2002
2. MEI Renyi. Contemporary College English 5 Teaching Reference (first Edition). Foreign Language Teaching and Research Press, 2003
3. HE Tian. Cultural Background for English Study (third Edition). Beijing University Press, 2004
4. LIU Bingshan. A Short History of English Literature (3rd Edition). He Nan People's Press, 2007
5. WU Weiren. History and Anthology of English Literature 1-2 (first Edition). Foreign Language Teaching and Research Press, 1988
6. CHANG Yaoxin. A survey of American Literature (second Edition). Nan Kai University Press, 2008
7. TAO Jie. Selected Reading in American Literature (third Edition). High Education Press, 2011

Course Number: 0002162

Course Title: Advanced English I-2

Credit: 4 Total Credit Hours: 64

Students: Undergraduates in English Major

Prerequisites: Advanced English I-1

Evaluation Method: Written Exam

Course Description:

Advanced English I-2 is a compulsory course for students of English major at their senior stage, an extension of Advanced English I-1, which focuses on developing students' integrated skills of using English, esp. in reading and comprehension, grammatical and rhetoric usage, and writing.

The teaching objective is to broaden students' range of knowledge, further their recognition and understanding of the society and human life, to improve students' ability of logic and independent thinking as well as English language skills, through expounding and analyzing great masterpieces of comprehensive topics and different styles of contemporary English materials concerning politics, economics, linguistics, art, education, philosophy, etc.

The course focuses on the text book Contemporary College English 6, strengthens the training in reading appreciation, rhetorical analysis, and writing in English, etc. It's supposed to enhance students' appreciation and analytical ability for masterpieces and promote their literary quality, by expounding and analyzing great masterpieces of comprehensive topics and different styles of contemporary English materials.

Recommended Textbooks/References:

1. YANG Limin. Contemporary College English 6 (first Edition). Foreign Language Teaching and Research Press, 2003
2. YANG Limin. Contemporary College English 6 Teaching Reference (first Edition). Foreign Language Teaching and Research Press, 2004
3. HE Tian. Cultural Background for English Study (third Edition). Beijing University Press, 2004
4. CHEN Jia. A History of English Literature (Volume3-4). The Commercial Press, 1986
5. WU Weiren. History and Anthology of American Literature (second Edition). Foreign Language Teaching and Research Press, 1990
6. WU Zhuanglin. A Course Book- Linguistics (fourth Edition). Beijing University Press, 2011
7. Larry A. Samovar, Communication between Cultures (first Edition). Foreign Language Teaching and Research Press, 2000

Course Number: 0007321

Course Title: Practical English Writing

Credit: 3 Total Credit Hours: 48

Target Students: Sophomores in English Major

Preparatory Courses: Primary English Writing, Intermediate English Writing, Intermediate English Writing II

Evaluation Method: Written Examination

Course Description:

This course is designed for students to understand the functions of different writing genres and

grasp the basic skills of practical writing. Through this course, students should know how to solve practical problems by employing proper writing strategies and using proper words. This course first introduces the basic characteristics of practical English writing, and then focuses on presenting the formats and writing methods of different genres, such as resumes, application letters, invitation letters, congratulation letters, memos, minutes, notices, agendas, questionnaires, contracts and agreements. In order to better prepare students for their future work and study, the instructor will get students more involved in writing practice instead of lecturing and listening.

Recommended Textbooks/References:

1. Li Maojun, Practical English Writing Course, National Defense Industry Press, 2008
2. Zhao Xuan, Zheng Yangcheng, Practical English Writing Course, Higher Education Press, 2011
3. Wang Hong, Wang Hong, Zhang Laixiang, University English Writing Course (Second Edition), Beijing Institute of Technology Press, 2011
4. Li Zhijun, Practical English Writing Course, Huazhong University of Science and Technology press, 2008
5. An Ran, Li Jihong, Practical Business English Writing, National Defense Industry Press, 2008

Course Number: 0007661

Course Title: Basic English Writing

Credit: 3 Total Credit Hours: 48

Students: Undergraduate students Major in English

Prerequisites: None

Evaluation Method: Written Exam

Basic English Writing focuses mainly on the introduction of summary and paragraph writing. Although seemingly simply, summary and paragraph writing involves very demanding skills. To write good summaries, students are supposed to understand the gist and structure of the original paragraph, and then to rearrange the ideas in their own language so that the writing can be both concise and clear,

Passages are consisted of paragraphs. Good paragraph writing will help students lay a solid foundation for their advanced writing practice in the future.

Students are expected to learn writing narrative passages, understanding basic structures and writing techniques for English paragraphs.

writing memos (expressing invitation, request, apology and gratitude)

Recommended Textbooks/References:

1. Frode Jensen, Format Writing. Wordsmiths Press.1994
2. Carol Ann Bergman&J.A. Senn, Heath Grammar And Writing - Second. D.C. Heath&Co. Press.1988
3. Linda Lonon, Writing Practice -3, Thomson Learning Press 2001
4. Liz Hamp-Lyons & Ben Heasley, Learning Writing, University of Cambridge Press,2001
5. Xu Kerong, The Modern University English Writing--1, Foreign Language Teaching And Research Press.2004

Course Number: 0005046

Course Title: Oral English-1

Credit: 2 Total Credit Hours: 32

Students: First-grade undergraduate students Major in English

Prerequisites: None

Evaluation Method: Oral Exam

Course Description:

Speaking ability is one of the four basic abilities in language learning. By drilling students in pronunciation, intonation and modes of dialogs, this course aims at equipping students with basic skills in spoken English, cultivating their ability in conducting daily dialogs, commenting on some certain topics and free speaking in viewing their ideas. In addition to the improvement of communication skills, this course also serves as a foundation for more advanced courses in the future. By drilling students' speaking ability in an organized way, this course aims at students' clear and accurate pronunciation, appropriate intonation and basic expression. Students are supposed to be able to view their ideas in English concerning basic daily topics.

Recommended Textbooks/References:

1. YANG Limin. Contemporary College English—Oral English 1. Foreign Language Teaching and Research Press, 2004

Course Number: 0005049

Course Title: Oral English-2

Credit: 2 Total Credit Hours: 32

Students: First-grade undergraduate students Major in English

Prerequisites: Oral English-1

Evaluation Method: Oral Exam

Course Description:

Speaking ability is one of the four basic abilities in language learning. By drilling students further in pronunciation, intonation and modes of dialogs, this course equips students with more sentence patterns and communication skills, enabling them to develop group discussion over daily topics, exact main ideas from dialogs and recount contents of given materials. Students are supposed to enlarge their vocabulary, understand cultural differences, and view their ideas fluently in English over a number of topics.

Recommended Textbooks/References:

1. YANG Limin. Contemporary College English—Oral English 2. Foreign Language Teaching and Research Press, 2004

Course Number: 0000490

Course Title: Oral English-3

Credit: 2 Total Credit Hours: 32

Students: Second-grade undergraduate students Major in English

Prerequisites: Oral English-2

Evaluation Method: Oral Exam

Course Description:

In this course, each unit is abundant in language materials, which for one thing is to provide vocabulary, ways of expression and thinking patterns for students to follow and practice, for another thing is to boost students' interest in viewing their ideas in English. Rich in genres and topics, the dialogs and texts in the textbook serve well the purpose of improving students' communication skills. Students are supposed to be able not only to view their ideas over daily topics, but also to express themselves over more complicated and hot issues.

Recommended Textbooks/References:

1. GONG Yan. Contemporary College English—Oral English 3. Foreign Language Teaching and Research Press, 2004

Course Number: 0000491**Course Title: Oral English-4****Credit: 2 Total Credit Hours: 32****Students:** Second-grade undergraduate students Major in English**Prerequisites:** Oral English-3**Evaluation Method:** Oral Exam**Course Description:**

In this course, each unit is abundant in language materials, which for one thing is to provide vocabulary, ways of expression and thinking patterns for students to follow and practice, for another thing is to boost students' interest in viewing their ideas in English. Rich in genres and topics, the dialogs and texts in the textbook serve well the purpose of improving students' communication skills. Students are supposed to be able not only to view their ideas over daily topics, but also to express themselves over more complicated and hot issues.

Recommended Textbooks/References:

1. LIN Yan. Contemporary College English—Oral English 4. Foreign Language Teaching and Research Press, 2004

Course Number: 0007135**Course Title: English Listening-1****Credit: 2 Total Credit Hours: 32****Students:** Undergraduates in English Major**Prerequisites:** None**Evaluation Method:** Written Exam**Course Description:**

Among the main four basic skills in English teaching, listening is foremost and the most indispensable one in language communication. Listening lesson is a kind of basic and required course which is designed for the students who are English-majors. Students will develop their listening skills through the use of authentic and realistic listening tasks in a wide range of academic situations. Through complete and systematic listening skill trainings, the course will facilitate students to increase their proficiency in English listening as well as enhance their communicative competence in the use of language. As a result, the course definitely aims at

building up the students' interests in English learning and furthermore laying a solid foundation for relative studies of follow-up English courses.

Listening-1 is an initial level and begins to provide students formal and professional listening skill trainings. By the end of the semester, students are expected to understand VOA Special English News and Broadcasting Programs or similar listening materials with corresponding difficulty. The course seeks to help students foster the listening skills: retelling and concluding main ideas on the basis of understanding relative listening materials; completing dictation within 15 minutes for a passage including 150 words spoken with a speed of 100 words every one minute and the error rate is less than 10 percent.

Recommended Textbooks/References:

1. Jin Li, Contemporary College English: Listening 1, Foreign Language Teaching And Research Press, 2010
2. Jin Li, Contemporary College English: Listening 1, Teachers' Book, Foreign Language Teaching And Research Press, 2010
3. <http://www.voa.com>, <http://www.bbc.com>, <http://www.putclub.com>, <http://www.tingclass.com>, <http://www.24en.com>, <http://www.english.cri.cn>

Course Number: 0000493

Course Title: English Listening-2

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: English Listening-1

Evaluation Method: Written Exam

Course Description:

Among the main four basic skills in English teaching, listening is foremost and the most indispensable one in language communication. Listening lesson is a kind of basic and required course which is designed for the students who are English-majors. Students will develop their listening skills through the use of authentic and realistic listening tasks in a wide range of academic situations. Through complete and systematic listening skill trainings, the course will facilitate students to increase their proficiency in English listening as well as enhance their communicative competence in the use of language. As a result, the course definitely aims at building up the students' interests in English learning and furthermore laying a solid foundation for relative studies of follow-up English courses.

The course of English Listening-2 will continue to focus on listening skills trainings ranging from VOA Special English News and Cultural Programs to lectures made by native speakers with a difficulty degree not more than students learned. The course seeks to help students foster the listening skills: generalizing and inferring and main ideas; identifying manners and tones of speakers; completing dictation within 15 minutes for a passage including 200 words spoken four times with a speed of 120 words every one minute and the error rate is less than 8 percent.

Recommended Textbooks/References:

1. Jin Li, Contemporary College English: Listening 2, Foreign Language Teaching And Research Press, 2010
2. Jin Li, Contemporary College English: Listening 2, Teachers' Book, Foreign Language Teaching And Research Press, 2010

3. <http://www.voa.com>,<http://www.bbc.com>, <http://www.putclub.com>, <http://www.tingclass.com>,
<http://www.24en.com>, <http://www.english.cri.cn>

Course Number: 0000494

Course Title: English Listening-3

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: English Listening-2

Evaluation Method: Written Exam

Course Description:

Among the main four basic skills in English teaching, listening is foremost and the most indispensable one in language communication. Listening lesson is a kind of basic and required course which is designed for the students who are English-majors. Students will develop their listening skills through the use of authentic and realistic listening tasks in a wide range of academic situations. Through complete and systematic listening skill trainings, the course will facilitate students to increase their proficiency in English listening as well as enhance their communicative competence in the use of language. As a result, the course definitely aims at building up the students' interests in English learning and furthermore laying a solid foundation for relative studies of follow-up English courses.

In the course of Listening-3, students are required to develop some decent listening skills beyond the first two levels such as understanding authentic conversations in an intermediate level with some topics about daily lives and social activities. And by the end of the semester, they are expected to understand the Standard VOA or BBC Programs. The course seeks to help students foster the listening skills: producing a summary and writing an outline; comprehending attitudes and intentions of speakers; completing dictation within 15 minutes for a passage including 250 words spoken four times with a speed of 150 words every one minute and the error rate is less than 6 percent.

Recommended Textbooks/References:

1. Jin Li, Contemporary College English: Listening 3, Foreign Language Teaching And Research Press, 2010
2. Jin Li, Contemporary College English: Listening 3, Teachers' Book, Foreign Language Teaching And Research Press, 2010
3. <http://www.voa.com>,<http://www.bbc.com>, <http://www.putclub.com>, <http://www.tingclass.com>,
<http://www.24en.com>, <http://www.english.cri.cn>

Course Number: 0000512

Course Title: English Listening-4

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: English Listening-3

Evaluation Method: Written Exam

Course Description:

Among the main four basic skills in English teaching, listening is foremost and the most indispensable one in language communication. Listening lesson is a kind of basic and required course which is designed for the students who are English-majors. Students will develop their listening skills through the use of authentic and realistic listening tasks in a wide range of academic situations. Through complete and systematic listening skill trainings, the course will facilitate students to increase their proficiency in English listening as well as enhance their communicative competence in the use of language. As a result, the course definitely aims at building up the students' interests in English learning and furthermore laying a solid foundation for relative studies of follow-up English courses.

In the course of Listening-4, students are required to develop some sophisticated listening skills beyond the first three levels such as understanding authentic conversations in an intermediate-high level with some topics about routines and social lives. And by the end of the semester, they are expected to understand the Standard VOA or BBC News and Broadcasting Programs. The course seeks to help students foster the listening skills: retention of information and retrieval of information; comprehending attitudes and intentions of speakers; completing dictation within 15 minutes for a passage including 300 words spoken four times with a speed of 170 words every one minute and the error rate is less than 4 percent.

Recommended Textbooks/References:

1. Jin Li, Contemporary College English: Listening 4, Foreign Language Teaching And Research Press, 2010
2. Jin Li, Contemporary College English: Listening 4, Teachers' Book, Foreign Language Teaching And Research Press, 2010
3. <http://www.voa.com>, <http://www.bbc.com>, <http://www.putclub.com>, <http://www.tingclass.com>, <http://www.24en.com>, <http://www.english.cri.cn>

Course Number: 0003616

Course Title: Extensive English Reading I-1

Credit: 2 Total Credit Hours: 32

Students: Undergraduate students Major in English

Prerequisites: None

Evaluation Method: Written Exam

Course Description:

The course is designed for English-major freshmen who are expected to acquire formal and systematic reading training. English Reading I-1 class will afford students the opportunities of contacting reading resources in a big variety of topics, such as social, economy, culture, religion, environmental protection and so forth. The aim of the course is to instruct students to predominate all kinds of reading methods in order to deal with reading information accurately and quickly.

Recommended Textbooks/References:

1. Shouren, Wang and Wenshu, Zhao, eds. Reading Course 1. Shanghai: Shanghai Foreign Language Education Press. 2005

Course Number: 0003647

Course Title: Extensive English Reading I-2

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: Basic English II-1; Extensive English Reading I-1

Evaluation Method: Written Exam

Course Description:

The course is designed for English-major freshmen (the second term) who are expected to acquire formal and systematic reading training. Based on the training of English Reading I-1, English Reading I-2 will continue to enlarge students' vocabularies through reading resources in a big variety of topics, such as social, economy, culture, religion, environmental protection and so forth. The aim of the course is also to instruct students to predominate all kinds of reading methods in order to deal with reading information accurately and quickly. At the end of the course, students are required to acquire vocabularies from 4,000 to 5,000 English words.

Recommended Textbooks/References:

1. Shouren, Wang, Hong, Gao, eds. Reading Course 2. Shanghai: Shanghai Foreign Language Education Press. 2005

Course Number: 0007317

Course Title: Intermediate English Writing-1

Credit: 3 Total Credit Hours: 64

Students: Undergraduates in English Major

Prerequisites: Basic English Writing

Evaluation Method: Written Exam

Course Description:

Based on "Length Writing approach" proposed by Prof. Wang Chumming, second language acquisition expert of China, this course starts with an analysis on classic English works by famous writers in order to inspire students' mind. And then students are asked to write a self-titled composition as long as possible, which follows the writing style of sample. This course aims to help students strengthen usage of English, foster a comprehensive thinking way, and consequently display their potential in English learning. The aspects of this phase of writing training include narration, argument and expository writing. Through "length writing", the course intends to strengthen language learning including grammar, word usage and sentence patterns.

Recommended Textbooks/References:

1. Zheng Chao, English Writing General Course, Beijing: Science Press, 2008

Course Number: 0007318

Course Title: Intermediate English Writing-2

Credit: 3 Total Credit Hours: 48

Students: Undergraduate students Major in English

Prerequisites: Basic English Writing, Intermediate English Writing-1

Evaluation Method: Written Exam

Course Description:

Based on “Length Writing approach” proposed by Prof. Wang Chumming, second language acquisition expert of China, this course starts with analysis of classic English works by famous writers in order to inspire students’ mind. And then students are asked to write a self-titled composition as long as possible, which follows the writing style of sample. This course aims to help students strengthen usage of English, foster a comprehensive thinking way, and consequently display their potential in English learning. The aspects of this phase of writing training focus on comprehensive writing skills and different writing styles such as prose, fiction and news writing. Through different unit tasks, the course intends to guide students how to write based on the social needs. Besides, it trains students’ way of thinking in English based on an abundant number of material reading.

Recommended Textbooks/References:

1. Zheng Chao, English Writing General Course, Beijing: Science Press, 2008

Course Number: 0007319**Course Title: Extensive Reading for English Language Students-1****Credit: 2 Total Credit Hours: 32****Students:** Undergraduates in English Major**Prerequisites:** Basic English, Extensive Reading - 2**Evaluation Method:** Written Exam**Course Description**

This is a required basic course for students majoring in English. Its main purpose lies in broadening, on the basis of the Extensive Readings of the first year, students’ knowledge and vocabulary, and further their reading ability in English, i.e. to merge into one the studies of specialized English and of the first and second class English, and in accordance with the teaching method for extensive reading, nurture their ability to read original works in English periodicals and journal. Meanwhile, the course provides the students with broad basic knowledge in economics and related English vocabulary so as to meet their future demands. The course focuses on exercise in reading techniques, aiming at cultivating the students’ ability to grasp the texts from language to composition and structure, and select from periodicals and monographs texts that can link up.

Recommended Textbooks/References:

1. Samples on US society and culture (selections from New York Times, Economist)
2. Samples on reform and opening of China (selections from Chinese periodicals, Economist)
3. Bergstrand, Jeffery Ho. Going Global. Peking University, 2000
4. Zhu Meiping. Readings in Commercial English, (2 volumes). Foreign Language Teaching and Research Press. 2006, 2007.
5. Liao Huaying. A General Introduction to Chinese Culture. Foreign Language Teaching and Research Press. 2007.
6. US News & World Report, US News & World Report Inc.

Course Number: 0007320

Course Title: ESP Reading for English Major Students-2

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: ESP Reading for English Major Students - 1

Evaluation Method: Written Exam

Course Description

The course aims at further cultivating, through readings of periodicals and journals on economy, trade, management, banking, etc. of the West, the students' understanding of the characteristics of commercial English, and grasp of the text's viewpoints, composition and structure, linguistic skill and rhetoric, etc. and raising, at the same time, the students ability to read and understand, to express themselves, and to obtain knowledge and make use of knowledge. The course cultivates in the students' ability to accurately understand business concepts and theories found in those texts. And the course will help students to read fluently and understand correctly such texts and gradually to appreciate their literary charm. Through effective drills, the course will cultivate in the ability to grasp the meaning of the paragraphs and the central idea of a text from business periodicals and to write short comments on them.

Recommended Textbooks/References:

1. Wang, Guanfu. English Reading in International Business (2nd Edition). 2011. Higher Education Press
2. Wang, Changsong. A Quality Selection of Articles from American Journals. 2006. Nankai University Press.
3. Wang Yuzhang. Modern English for International Business. 2004. Tianjin University Press.
4. Wu Ligao. Readings from English Financial Newspapers. University of International Business and Economics Press. 2010
5. Zhu Meiping: Business English: A reading Course, 2009, Foreign language teaching and research press
6. Economist
7. Harvard Business Review on:
 - a) Culture and Change
 - b) Managing People
 - c) Motivating People
 - d) Appraising Employee Performance
8. Business Essentials (9th Edition) January 16, 2012 Prentice Hall

Course Number: 0007084

Course Title: English Learning and English Literary Works Studying

Credit: 1 Total Credit Hours: 16

Students: Undergraduate Freshmen in English Major

Prerequisites: Basic English in Junior and Senior School

Evaluation Method: Regular grades and term Paper

Course Description:

This course is a compulsory freshman seminar for English majors, which mainly discusses the relationship between English language learning and British and American literature studying;

through which the students are supposed to understand the necessity of studying literature and to acquire a comprehensive picture about Asian American literature, such as the background, features, themes, and the academic frontiers of it. This course aims to trigger English major students to think about the relationship between English language learning and English literature studying, to cultivate their method and ability of appreciating and studying literary works, and to improve their integrated English language competence.

Recommended Textbooks/References:

1. Tan, Amy. *The Joy Luck Club*. New York: Putnam's, 1989.
2. Jen, Gish. *Who's Irish?* New York: Vintage Contemporaries, 1999.
3. Ng, Fae Myenne. *Bone*. New York: Hyperion, 1993.
4. Kim, Elaine H. *Asian American Literature: An Introduction to the Writings and Their Social Context*. Philadelphia: Temple University Press, 1982.
5. Ling, Amy. *Between Worlds: Women Writers of Chinese Ancestry*. New York: Pergamon Press, 1990.

Course Number: 0007322

Course Title: Consecutive Interpretation

Credit: 2 Total Credit Hours: 32

Students: Undergraduate students Major in English

Prerequisites: Introduction to Oral Interpretation

Evaluation Method: Oral Exam

Course Description:

Consecutive Interpretation is a course designed for senior English major students. Students' interpretation capacity can be divided into three parts: namely language, skills and extra-linguistic knowledge. Following "Introduction to oral interpretation", this course is to focus on extra-linguistic, or domain-specific knowledge.

To help students understand the knowledge involved in interpretation, this course will be based on four models: ceremonial speech, economy, environment and foreign relations.

Students are expected to accumulate related knowledge and at the same time practice their interpretation skills.

Recommended Textbooks/References:

1. Mei Deming, *Course Of Interpretation*, Shanghai Foreign Language Education Press, 2001
2. Lin Yuru et al , *Course Of Interpretation*, Shanghai Foreign Language Education Press, 2006
3. Lin Chaolun, *The Actual Interpretation*, Foreign Language Teaching And Research Press, 2005
4. Wang Xuewen et al, *Economic And Trade Course Of Interpretation*, Chinese Foreign Trade Press, 2005
5. Bao Gang, *Overview Of Interpretation Theories*, China Translation And Publishing Company, 2005
6. Daniel Gile, Amsterdam/Philadelphia, *Basic Concepts and Models for Interpreter and Translator Training*, John Benjamins Publishing Company, 1995
7. Danica Seleskovitch and Marianne Lederer, Manchester, *A Systematic Approach to Teaching Interpretation*, St. Jerome Publishing, 1995

Course Number: 0003429

Course Title: Survey of English Speaking Countries

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: Basic English, Advanced English, Extensive English Readings

Evaluation Method: Written Exam

Course Description:

The course is optional for English-major juniors. Survey of English Speaking Countries will afford students the opportunities to know about the society, geography, history and other social and cultural aspects of the English speaking countries such as Great Britain, the U.S.A., Canada, Australia and New Zealand. This course is designed to train students' abilities of dealing with different cultures, such as tolerance, sensitivity and flexibility. With the help of this course, students can know about the cultural traditions and customs of English speaking countries, at the same time, they can master the language of English. The aim of the course is also to train students' cross-cultural abilities.

Recommended Textbooks/References:

1. Hongrui, Wen and Xuezhen, Li, eds. A Brief Introduction to Britain and America Revised Edition. Jinan: Shandong University Press. 2004

Course Number: 0003878

Course Title: Writing Academic English

Credit: 3 Total Credit Hours: 48

Students: Undergraduates in English Major

Prerequisites: Basic English Writing

Evaluation Method: Essays

Course Description:

This course aims to acquaint students with the knowledge of writing academic English and English graduation thesis after they finish the Basic English writing courses. It consists of two parts: one is the basis contents of writing academic English, such as the methods of writing a paragraph, such as how to write a topic sentence, supporting details, and concluding sentence, and the skills of writing an essay and thesis, citation, and format, and so forth; another part of it is the writing of graduation thesis, such as the writing of an outline, abstract, introduction, body, conclusion, references, acknowledgements, and so forth. This course not only provides the students with comprehensive skills of writing academic English, but also the method of writing a graduation thesis so that they can complete their graduation thesis successfully.

Recommended Textbooks/References:

1. Alice Oshima, Ann Hogue. Writing Academic English. 4th ed. New York: Pearson Education, 2006.
2. Gui-sen Tian, Duan Xiao-ying, ed. Writing Graduation Thesis. Beijing: Beijing Institute of Technology press, 2006.

Course Number: 0004265

Course Title: Introduction to English Linguistics

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: Basic English, English Phonetics

Evaluation Method: Written Exam

Course Description:

Introduction to English Linguistics is one of the required courses designed for students whose major is English. This course provides basic theories and principles of linguistics; it studies the discipline that investigates and describes the language and comprehension of language. The main goal of the course aims at enabling students to enhance their understanding of intrinsic characteristics of language and to promote students' awareness upon language capacity as well as culture accomplishment in order to increase the efficiency of English learning and using in general. In this course, starting from language phenomenon, linguistic branches including phonetics, phonology, morphology, syntax, semantics and pragmatics will be discussed. Despite the above core part of linguistics, the study has established close links with other branches of social studies, resulting in some interdisciplinary branches of linguistic study, such as sociolinguistics and psycholinguistics and so on, which will be partly dealt with in this lesson.

Recommended Textbooks/References:

1. Dai Weidong, A New Concise Course in Linguistics for Students of English, Shanghai Foreign Language Press, 2010
2. Hu Zhuanglin; Liu Runqing, Linguistics: A Course Book, Beijing University Press, 2001
3. He Zhaoxiong, Modern Linguistics, Foreign Language and Teaching Research Press, 1998
4. Stuart C. Poole, An Introduction to Linguistics, Foreign Language Teaching and Research Press, 1999

Course Number: 0004821

Course Title: Basic Japanese II-1

Credit: 8 Total Credit Hours: 128

Students: Undergraduates Majoring in Business Japanese

Prerequisites: None

Evaluation Method: Written Exam

Course Description:

It is one of the fundamental courses for undergraduates majoring in Business Japanese. The course enables freshly enrolled students to improve their Japanese competence of listening, speaking, reading, writing and translating, etc. Through this course, the students are expected to master standard Japanese pronunciation, daily conversations, basic expressions, grammar and vocabulary, preparing for the further study in the next three years. The major topics include: the structures and the usage of judgment sentences, existential sentences, verbal sentences, descriptive sentences, auxiliary and so on.

Recommended Textbooks/References:

1. PENG, Guanglu and Michiyo Moriya. Integrated Japanese I (Revised). Peking University Press. Aug 2009.

Course Number: 0006104

Course Title: Basic Japanese II-2

Credit: 8 Total Credit Hours: 128

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1

Evaluation Method: Written Exam

Course Description:

It is one of the fundamental courses for undergraduates majoring in Business Japanese. In this course, the students are expected to master Japanese basic sentences, grammar and vocabulary, preparing for the further study in “Advanced Japanese”. The major topics include: sentences to express parallel, reasons and speculation, expressing personal health, investment experiences and personal ideas; differentiating varieties of verbs and adjectives, diverse expressions, extending invitations, sending and accepting presents in diverse occasions, using similes and metaphors and other figure of speech, giving examples, and describing personal impressions on some certain events or objects, etc..

Recommended Textbooks/References:

1. PENG, Guanglu and Michiyo Moriya. Integrated Japanese II (Revised). Peking University Press, Aug 2009.

Course Number: 0006105

Course Title: Basic Japanese II-3

Credit: 8 Total Credit Hours: 128

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-2

Evaluation Method: Written Exam

Course Description:

This course is delivered for students, who have finished Basic Japanese II-1 and Basic Japanese II-2 as their fundamentals, helping them improve their Japanese competence at intermediate level and accumulate knowledge and experience for further study at advanced level. In each session, there are two units, which are respectively designed based on the outlines of Japanese speaking and Japanese writing. Variable styles of speech, grammar formation and vocabulary are involved in this course, dealing with diverse targets, functions, purposes, etc. The major topics include: expressions on time and space, reasons for positive results, informing negative results, topic development, persistent change, inaccurate indirect speech, and so on.

Recommended Textbooks/References:

1. PENG, Guanglu and Michiyo Moriya. Integrated Japanese III (Revised). Peking University Press, Aug 2009.

Course Number: 0006106

Course Title: Basic Japanese II-4

Credit: 8 Total Credit Hours: 128

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-3

Evaluation Method: Written Exam

Course Description:

This course is delivered for students, who have finished Basic Japanese II-1, Basic Japanese II-2 and Basic Japanese II-3 (Integrated Japanese I, II, and III) as their fundamentals, helping them acquire the Japanese competence at intermediate level and accumulate knowledge and experience for further study at advanced level. The major topics include: the determinations and standards towards the judgement, special conditions, indispensable conditions, the premise of the judgement, the superlatives and so on.

Recommended Textbooks/References:

1. PENG, Guanglu and Michiyo Moriya. Integrated Japanese IV (Revised). Peking University Press. Aug 2009.

Course Number: 0000402

Course Title: Advanced Japanese -1

Credit: 5 Total Credit Hours: 80

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, 2, 3, 4

Evaluation Method: Written Exam

Course Description:

It is one of the compulsory fundamental courses for undergraduates majoring in Business Japanese. It requires the students to summarize the knowledge that they have previously acquired and enhance corresponding knowledge within business area in Japanese. Through this course, the students will be able to enrich their existing knowledge about Business Japanese on the basis of Japanese grammar, syntax and language points. The textbook for this module not only covers an introduction to Japanese Trade and Economy, but also involves abundant academic essays discussing diverse topics such as the technology innovation, pollution countermeasures, the contract preparation and development, some basic knowledge of logistics, etc..

Recommended Textbooks/References:

1. LI, Fengchuan. Japanese Intensive Reading (Advanced). East China University of Science and Technology Press, Sept 2009.

Course Number: 0000403

Course Title: Advanced Japanese -2

Credit: 5 Total Credit Hours: 80

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Advanced Japanese -1

Evaluation Method: Written Exam

Course Description:

It is one of the compulsory fundamental courses for Yr3/4 undergraduates majoring in Business Japanese. It requires the students to summarize the knowledge that they have previously acquired and accumulate corresponding knowledge within business area in Japanese. Through this course,

the students will be able to enrich their existing understanding about Business Japanese on the basis of Japanese grammar, syntax and language points. The textbook for this course not only covers an introduction to Japanese Trade and Economy, but also involves abundant academic essays, discussing topics like cargo agents and commissioned sales, joint venture and cooperation among organizations, fund-raising, enterprise accounting system, production, distribution and consumption, comparative advantages and trade, population reduction and the economy, etc.

Recommended Textbooks/References:

1. LI, Fengchuan. Japanese Intensive Reading (Advanced). East China University of Science and Technology Press, Sept 2009.

Course Number: 0006107

Course Title: Japanese Translation -1

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, 2, 3, 4

Evaluation Method: Written Exam

Course Description:

It is one of the fundamental courses for undergraduates majoring in Business Japanese, involved in Basic Five Language Skills, namely listening, speaking, reading, writing and translating. During this course, the students are expected to have a better understanding about the Japanese expressions and translating strategies under various circumstances. The major topics include: the application of greeting terms, omission, amplification, translation with explanations, change of perspectives, word-guessing, purpose analysis, borrowing, image memory and translation, note-making for interpreting, telephone-interpreting, speech translation, language sense and translation, etc.

Recommended Textbooks/References:

1. CHANG, Botao. Techniques in Japanese-Chinese Translation. Dalian University of Technology Press. Feb 2005.

Course Number: 0007334

Course Title: Basic Japanese Writing

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-2

Evaluation Method: Written Exam

Course Description:

It is one of the compulsory fundamental courses for undergraduates majoring in Business Japanese, which plays a significant role in Basic “Five Language Skills”: listening, speaking, reading, writing and translating. This course starts with basic writing techniques, emphasising that writing articles with clear purposes and meanings using plain and accurate words are far more meaningful than writing articles using complicated words and beautiful expressions but causing the confusion of readers.

Recommended Textbooks/References:

1. WANG, Xiuwen and Yamaga Harumi. Practical Japanese Writing (Coursebooks for Higher Education). Foreign Language Teaching and Research Press. Feb 2004.

Course Number: 0000447**Course Title: Oral Japanese -1****Credit: 2 Total Credit Hours: 32****Students:** Undergraduates Majoring in Business Japanese**Prerequisites:** None**Evaluation Method:** Oral Test**Course Description:**

It is one of the fundamental courses for undergraduates majoring in Business Japanese, and it is also the first Japanese-speaking course for the freshly enrolled students. This course enables students to master basic sentence patterns, vocabulary and expressions for Japanese conversations. The first 13 units of the textbook are involved in the course, including pronunciation practices of the basic Japanese vocabulary, greetings, daily conversations, self-introduction, time expression, discussing personal interests, event or person description and personal appreciation and so on. Major sentence patterns like judgment sentences, descriptive sentences, imperative sentences, and giving and receiving sentences are also covered in the course.

Recommended Textbooks/References:

1. Everyone's Japanese I. Foreign Language Teaching and Research Press. Mar 2011.

Course Number: 0000448**Course Title: Oral Japanese -2****Credit: 2 Total Credit Hours: 32****Students:** Undergraduates Majoring in Business Japanese**Prerequisites:** Oral Japanese -1**Evaluation Method:** Oral Test**Course Description:**

It is one of the fundamental courses for undergraduates majoring in Business Japanese, who have already learnt some basic words and sentence patterns in "Oral Japanese -1". This course enables students to enrich their vocabulary and expressions, with which they could express themselves. The last 12 units of the textbook are involved in the course, including describing the state of objects, expressing permissions, verb tenses and patterns, the attributive modifier, sentences for requests and so on.

Recommended Textbooks/References:

1. Everyone's Japanese I. Foreign Language Teaching and Research Press. Mar 2011.

Course Number: 0000508

Course Title: Japanese Listening-1

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, Oral Japanese-1, Japanese Pronunciation

Evaluation Method: Listening Written Test

Course Description:

It is one of the compulsory fundamental courses for Yr1/2 undergraduates majoring in Business Japanese, and is also a necessary training course for language learners to enhance their language competence. This course enables students to improve listening skills, experience and form Japanese language sense, review and strengthen the language points through practicing. The course starts from the pronunciation training into content understanding, helping the students to master pronunciation rules by differentiating voiced and voiceless consonants, long and short vowels. The students are required to master a series of expressions such as the year, the month, the week, the price, the amount, the number, the direction, the person, product features, and the code of conduct.

Recommended Textbooks/References:

1. LU, Liudi. A Coursebook on Japanese Listening and Understanding I. Shanghai Foreign Language Education Press. Mar 2008.

Course Number: 0000451

Course Title: Japanese Listening-2

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Japanese Listening-1

Evaluation Method: Listening Written Test

Course Description:

It is one of the compulsory fundamental courses for Yr1/2 undergraduates majoring in Business Japanese, and is also a necessary training course for language learners to enhance their language competence. This course enables students to improve listening skills based on what they have acquired in “Japanese Listening-1”, and to review and strengthen the language points through listening practices, making preparation for further studies in “Intermediate Training in Japanese Listening”. The course consists of 15 units, each of which is subdivided into four sections of “Warm-up”, “Listening”, “Challenging” and “Homework”. Variable topics, such as Post-office, Restaurant, Shopping Mall and Hair-Saloon, are designed following a hypothetic background: studying overseas, training students to experience and practice basic Japanese expressions in daily life.

Recommended Textbooks/References:

1. LU, Liudi. A Coursebook on Japanese Listening and Understanding I. Shanghai Foreign Language Education Press. Mar 2008.

Course Number: 0004820

Course Title: Japanese Pronunciation I

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: None

Evaluation Method: Oral Test

Course Description:

It is one of the compulsory fundamental courses for freshly enrolled undergraduates majoring in Business Japanese. Generally, the foreign language learning starts with the pronunciation and ends with pronunciation as well. This means that pronunciation plays a significant role in the whole process. Accurate pronunciation determines the final success of the language learning. This course enables students to get rid of all worries of learning Japanese pronunciation, laying a solid foundation for further studies on Japanese speaking in the following four years. The major topics include: an introduction to Japanese pronunciation, word tones and consonants, comparison and contrast among some specific items, tones of verbs, nouns and adjectives, the variation of word tones, rhythm and word tones, etc.

Recommended Textbooks/References:

1. ZHAI, Dongna and Hong Lin. Japanese Pronunciation and Correction. Peking University Press. Nov 2003.

Course Number: 0000720

Course Title: History of Japanese Literature

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Advanced Japanese -1

Evaluation Method: Written Exam

Course Description:

It is one of the compulsory fundamental courses for undergraduates majoring in Business Japanese, introducing the history of Japanese literature on the whole, and making students to experience more about their major background. The students are expected to have a general understanding about the history of Japanese literature, laying a solid foundation for the “Appreciation of Japanese Literature”. The major topics include: an overview of Japanese literature in early ancient times, an overview of Japanese Literature in late ancient times, literature in middle ages, modern literature, contemporary literature, etc., attempting to form a systematic structure of Japanese literature in students’ mind.

Recommended Textbooks/References:

1. LI, Guangze and Qingxia Bu. History of Japanese Literature. Dalian University of Technology Press. Jul 2007.

Course Number: 0002318

Course Title: Survey of Japan

Credit: 3 Total Credit Hours: 48

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, Basic Japanese II-2

Evaluation Method: Written Exam

Course Description:

It is one of the optional fundamental courses for undergraduates majoring in Business Japanese after they have possessed basic five language skills, making them have a better understanding about the Japanese society. Through this course, the students are able to grasp more information about Japan from various perspectives, such as its history, geography, society, culture etc. using skills that they have learnt in “Basic Japanese II-1” and “Basic Japanese II-2”. The major topics, which could lay a solid foundation for other fundamental courses, include: Japan’s geography, climate, terrain, natural resources, administrative divisions, history (middle ages and modern times), modernisation, urbanisation and population, social changes brought by the fast economic growth, social awareness and change in values, politics, Parties and the society, economy, technology and education, arts and physical education, world heritage and so on.

Recommended Textbooks/References:

1. ZHANG, Lixin and Fanzhi Kong. Survey of Japan. Peking University Press. Sep 2009.

Course Number: 0000454

Course Title: Japanese Grammar

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-4

Evaluation Method: Written Exam

Course Description:

This is an optional fundamental course, which provides an opportunity for the students to summarise and review the learnt Japanese grammar. In this course, the students are expected to have a further understanding and analysis of grammar classifications and to master and experience the regulations and the usage of grammar. The course covers various topics such as auxiliary words, conjunction words, adverbs, the connection of conditional sentences, several sentence patterns of assumption, euphemisms, sentences and sentence classifications, the word order and sentence elements, etc.

Recommended Textbooks/References:

1. WU, Kan. Practical Japanese Grammar. Shanghai Foreign Language Education Press. Jul 2010.

Course Number: 0007339

Course Title: Selective Reading of Japanese: Newspapers and Periodicals (Self-learning)

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Advanced Japanese-1

Evaluation Method: Presentation or Essay

Course Description:

The reading materials are selected from three types of newspapers everyday in the school library, covering various topics, which could raise the learning interests of the students, such as politics, economy, culture, society, technology, etc. The students are expected to improve their reading and analyzing abilities and grasp a basic and objective understanding of the Japanese society. The students are required to work in groups, prepare for the selected topics and make presentation during the course. The teacher is responsible for the instruction, supervision and comments of the presentation as well as providing further details of the topic when necessary.

Recommended Textbooks/References:

1. The Asahi Shimbun, The Mainichi Newspapers, Sankei Shimbun Updated News

Course Number: 0007340

Course Title: Appreciation of Japanese Literature

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: History of Japanese Literature

Evaluation Method: Written Exam

Course Description:

It is one of the optional fundamental courses for undergraduates majoring in Business Japanese, making them to experience Japanese literature under the instructions of the lecturer as well as helping them understand the theories, writers, and works learnt in “History of Japanese Literature” in practice. The course aims to enhance the literary sense of the students. The topics selected for the course include: typical articles in modern Japanese literature, works of post-war writers, intermediate novels, new personality writers, and representative works of writers in the end of the century, works from urban literature and post-modern literature, etc. Apart from the above, modern Japanese poems, modern Japanese ballad, and the modern Japanese Haiku are also covered in the course. Additionally, the students will have the opportunity to have a general idea about how the communities of modern Japanese ballad have been founded, and how modern Japanese haiku has been created and developed, etc.

Recommended Textbooks/References:

1. LIU, Derun, Wenhong Zhang, Lei Wang. Appreciation of Classic Japanese Literature. Foreign Language Teaching and Research Press. Dec 2003.
2. WANG, Zhiying. Appreciation of Modern Japanese Literature. Nankai University Press. Jan 2003.

Course Number: 0004278

Course Title: Japanese Translation -2

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Japanese Translation -1

Evaluation Method: Written Exam

Course Description:

It is one of the optional fundamental courses for undergraduates majoring in Business Japanese,

which is delivered after students finishing Japanese “Translation-1” when their language competence has reached at an advanced level. This course attempts to discuss specific details on translating special expressions, figure of speech and so on in Japanese, and making students experience translation from a higher perspective. The course covers various topics such as: differences and similarities between Japanese and Chinese, the unbalanced word usage, translating proper names, the phrase, idioms, slangs, mimicry and onomatopoeia words, and other special words, etc.

Recommended Textbooks/References:

1. GAO, Ning, Qin Du. A New Coursebook on Japanese-Chinese Translation. Shanghai Foreign Language Education Press. Sept 2006.

Course Number: 0007341

Course Title: Introduction to Japanese Linguistics

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Japanese Grammar

Evaluation Method: Written Exam

Course Description:

This is an optional fundamental course for undergraduates majoring in Business Japanese. At present, the theories on linguistics and relevant research areas are developing increasingly fast. Because the research area of the linguistics covers a very wide range, it is necessary for language learners to have a better understanding of the language that they are learning from a higher starting point and a new perspective. In this course, the students are expected to examine Japanese from an integrated system of linguistics and develop their academic way of thinking. The major topics include: Japanese pronunciation, semantics, vocabulary, the grammar system, styles of speech, character marks, a brief introduction to researches on sociolinguistics, researches on Transformational-Generative Grammar, Cognitive Linguistics, Psycholinguistics, Computational Linguistics and so on.

Recommended Textbooks/References:

1. ZHAI, Dongna. Japanese Linguistics. Higher Education Press. May 2006.

Course Number: 0007342

Course Title: Basic Integrated Japanese

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, 2, 3, 4

Evaluation Method: Written Exam

Course Description:

This is an optional fundamental course, which is delivered for students majoring in Japanese after they have finished Basic Japanese II-1, 2, 3, 4. This course aims to help students with their Japanese Language Proficiency Test (JLPT) and to improve their integrated competence by covering topics of grammar, vocabulary and reading. The students are expected to master basic

language points and exam skills to pass JLPT Level II. This course summarises the Japanese grammar and syntax, analyses the former tests, and provides various mock exams.

Recommended Textbooks/References:

1. LIU, Wenzhao, Hiroshi Ebihara. New Japanese Language Proficiency Test (N2 Grammar). East China University of Science and Technology Press, May 2010.

Course Number: 0007343

Course Title: Advanced Integrated Japanese-1

Credit: 1.5 Total Credit Hours: 24

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, 2, 3, 4

Evaluation Method: Written Exam

Course Description:

This is an optional fundamental course for undergraduates majoring in Business Japanese when they have finished “Basic Japanese II-1, 2, 3, 4”. Through a series of training on grammar, vocabulary, listening, and comprehensive reading, the course attempts to a) improve the integrated Japanese competence of the students; 2) ensure the students successfully pass the JLPT (Japanese Language Proficiency Test). After this course, the students are expected to achieve JLPT Level I by mastering basic Japanese language points and some test skills. The major topics include: basic Japanese grammar, syntax explanations, the analysis of the former tests and abundant exercises.

Recommended Textbooks/References:

1. PENG, Xi, Liying Wang, Jianxin Xia, and Ping Fang. Japanese Language Proficiency Text (N1 Grammar). East China University of Science and Technology Press, Apr 2010.

Course Number: 0007344

Course Title: Advanced Integrated Japanese-2

Credit: 1.5 Total Credit Hours: 24

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Advanced Integrated Japanese-1

Evaluation Method: Written Exam

Course Description:

This is an optional fundamental course for undergraduates majoring in Business Japanese when they have finished “Advanced Integrated Japanese-1”. Through a series of training on grammar, vocabulary, listening, and comprehensive reading, the course attempts to a) improve the integrated Japanese competence of the students; 2) ensure the students successfully pass the JLPT (Japanese Language Proficiency Test). After this course, the students are expected to achieve JLPT Level I by mastering basic Japanese language points and some test skills. The course enables students to finish the test paper in time, to achieve the requirements of the test and to successfully pass the JLPT by accomplishing abundant grammar exercises.

Recommended Textbooks/References:

1. WANG, Yu. Japanese Language Proficiency Text (N1 Grammar 800 Table Analysis). China Translating and Publishing Corporation, Apr 2010.

Course Number: 0007328

Course Title: International Business

Credit: 3 Total Credit Hours: 48

Students: Undergraduates in English Major

Prerequisites: Fundamental English; Economics

Evaluation Method: Written Exam

Course Description:

The main purpose of this course is to introduce students to the emerging field of international business. The two essential components of this course are (1) environments of international business, and (2) institutions of international business. Environments of international business include economic, financial, legal, political, and socio-cultural forces that shape the conduct of international trade and international investment, and on-going operations of multinational firms. Institutions of international business include bilateral and multilateral agreements, treaties, agencies, and organizations that govern and influence the conduct and operations of trade and investment flows among nations.

Recommended Textbooks/References:

1. Czinkota, Michael R., Ronkainen, Ilkka A, and Moffet, Michael H. International Business, Dryden Press, 7th Ed, 2007.
2. The New York Times, Fortune, The Economist, The Financial Times.

Course Number: 0007325

Course Title: Business Negotiation

Credit: 3 Total Credit Hours: 48

Students: Undergraduates in English Major

Prerequisites: Fundamental English Courses

Evaluation Method: Case Study Assignment

Course Description:

The purpose of this course is to help you understand the theory of negotiation as it is practiced in a variety of settings, and to help you feel more comfortable and confident with the negotiation process. The course is designed to be relevant to the broad spectrum of negotiation problems that are faced by managers. It will provide participants with an opportunity to develop skills experientially and to understand negotiation in useful analytic frameworks. Considerable emphasis will be placed on role-playing exercises and case studies.

Negotiation is the science and art of securing agreements between two or more interdependent parties. Material presented in lecture and readings is designed to familiarize you with the science of negotiation—how to recognize the structure of a conflict situation and know what techniques tend to be most effective assuming that structure. Of course, there is seldom a single well-defined “right” or “wrong” way to negotiate. Role-playing exercises and case studies are therefore designed to offer you an opportunity to develop your own unique style and learn for yourself and others the art of negotiation.

Recommended Textbooks/References:

1. [ISBN7-309-02857-0]Jeremy comfort, Effective Negotiating, Fudan University Press and Oxford University Press , 2001
2. [ISBN7-5600-3184-6] Getting to Yes, Roger Fisher; William Ury; Bruce Patton,

FLTRP,2005

3. [ISBN1-59139-111-3]Harvard Business School, Harvard Business Essentials-Negotiation, Harvard Business School Press, 2003

Course Number: 0006790

Course Title: Business Etiquette (English)

Credit: 2 Total Credit Hours: 32

Students: Undergraduates in English Major

Prerequisites: Basic English II-1,2,3,4

Evaluation Method: Written Exam

Course Description:

Business Etiquette (English) is a practicable course for students, adapting to the needs of the advanced society for novel and inter-disciplinary talent of high quality. This course deals with all aspects of business etiquette to be geared to international standards, combining theories with practical cases, characterizing with practicability, operability and popularity.

This course is to make students conscious of the significance of business etiquette in business activities and social communication, providing students with a foundation for business etiquette basics, introducing varieties of norms, skills and operational approaches in business etiquette and different custom and cultural diversities in international business activities in different countries. This course is lectured in English, which can be taken as an optional course for English-major students.

Recommended Textbooks/References:

1. Compiled Material and PPT
2. Terri Morrison, Wayne Conaway, George Borden, Hans Koehler, Kiss, Bow, or Shake Hands: How to Do Business in 60 Countries, Adams Media Corp, 1995.
3. Christine Genzberger (editor) and Edward G. Hinkelman, Japan Business: The Portable Encyclopedia for Doing Business with Japan, World Trade Press, 1994.
4. John Mole, Mind Your Manners: Managing Business Cultures in Europe, Nicholas Brealey Publishing,1996
5. Business Etiquette- for the New Workplace, Harvard Business School Press, 2005
6. Jacqueline Whitmore, Business Class: Etiquette Essentials for Success at Work, Hebei Education Press, 2009
7. JIANG Peirong (American) , Business Etiquette for Chinese, China Business Union Press, 2009
8. JIN Zhengkun, Business Etiquette, Beijing University Press, 2004
9. HE Liling, Advanced Commercial Etiquette, Business Management Press, 2003

Course Number: 0006132

Course Title: Introduction to Intercultural Communication

Credit: 2 Total Credit Hours: 32

Students: Grade 3, English Major

Prerequisites: Basic English courses in Grade 1 & 2

Evaluation Method: Written Exam

Course Description:

This course explores the impact of culture on communication and investigates how elements like language, nonverbal communication, values, beliefs, worldview, and identity impact communication between different cultures. The course assists students to understand and apply the principles of effective intercultural communication in a diverse society and in a global environment. By the end of the course, students should be able to develop an understanding of why and how cultural issues influence effective communication, to compare and contrast cultures' values, beliefs, perceptions, and communication styles, to recognize negative perception, such as racism, prejudice, negative stereotyping, ethnocentrism, etc, and to analyze intercultural interactions and evaluate situations using intercultural communication skills.

Recommended Textbooks/References:

1. Linell Davis, *Doing Culture--Cross-Cultural Communication in Action*, Foreign Language Teaching and Research Press, 2001
2. Guoming Chen, William J. Starosta, *Foundations of Intercultural Communication*, Shanghai Foreign Language Education Press authorized by Rowman & Littlefield Publishing Group, 2007
3. Larry A. Samovar, Richard E. Porter, *Communication Between Cultures*, Peking University Press authorized by Thomson Learning, 2004.

Course Number: 0007323

Course Title: A Survey of British and American Literature

Credit: 2 **Total Credit Hours:** 32

Students: Undergraduates in English Major

Prerequisites: Basic English, Advanced English, Extensive English Readings

Evaluation Method: Final Paper

Course Description:

The course is optional for English-major juniors. The aim of the course is to introduce the main literary trends and representatives in British and American literature. Through appreciating different genres of poetry, novels and dramas, students can know about the main literary trends and understand British and American literature. With the help of this course, students can master the language of English, at the same time, they can improve their English reading abilities.

Recommended Textbooks/References:

1. Shouren, Wang, ed. *Selected Readings in British Literature*. Beijing: Higher Education Press, 2005
2. Jie, Tao, ed. *Selected Readings in American Literature*. Beijing: Higher Education Press, 2005
3. Abrams, M.H. and Stephen Greenblatt, eds. *The Norton Anthology of English Literature*. 7th ed. New York: Norton, 2000
4. Baym, Nina, ed. *The Norton Anthology of American Literature* 5th ed. New York: Norton, 1998
5. Bradbury, Malcolm. *The Modern British Novel 1878—200*. Beijing: Foreign Language Teaching and Research Press, 2001
6. Rubinstein, Annette T. *American Literature Root and Flower*. Beijing: Foreign Language

Teaching and Research Press, 1988

7. Karl, Frederick R.A Readers' s Guide to the Contemporary English Novel. Beijing: Foreign Language Teaching and Research Press, 1990
8. Schedler, Christopher. Border Modernism. New York: Routledge, 2002
9. Spikes, Michael P.Understanding Contemporary American Literary Theory. Columbia: University of South Carolina Press, 1997

Course Number: 0003972

Course Title: Commercial Japanese Writing I

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Intermediate Japanese Writing

Evaluation Method: Written Exam

Course Description:

It is one of the optional courses for undergraduates majoring in Business Japanese. The course enables students to master the basic format of business letters, and successfully complete business writing with authentic and concise Japanese expressions and the appropriate tone. This course is a necessary preparation for students' future career. The major topics include: rules for writing Japanese letters, beginning and ending of Japanese letters, formats of business letters, memos or other documents spread within the organization, applications, business trip reports, protest letters, etc.

Recommended Textbooks/References:

1. HAN Xiaolong. Commercial Japanese Writing. People' s Education Press. Jun 2006.

Course Number: 0007345

Course Title: Japanese Thesis Writing

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Commercial Japanese Writing I

Evaluation Method: Report

Course Description:

It is a limited optional course for undergraduates majoring in Business Japanese, enabling them to successfully finish their graduation thesis. An acceptable graduation thesis demonstrates the research ability of the graduates, examines the application of the fundamental knowledge and professional competence acquired in the university, and evaluates the problem solving ability of the students. The students are expected to write a high-qualified graduation thesis in Japanese. The major topics of this course include: writing purposes, deciding topics, analysing data and resources, selecting literature review, designing the thesis structure, preparing for a thesis defence, writing a monograph, etc.

Recommended Textbooks/References:

1. NIE Zhonghua. Japanese Thesis Writing Guideline For A Bachelor Degree (2nd Ed.). Dalian University of Technology Press. Jul 2009.

Course Number: 0004272

Course Title: Business Japanese

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: None

Evaluation Method: Oral Test or Report

Course Description:

It is one of the specialised courses, providing further integrated business knowledge for undergraduates majoring in Business Japanese after they have possessed basic five language skills. The course enables students to master the Japanese expressions in both spoken and written forms within the commercial area, including those special terms and expressions utilised in certain business circumstances such as negotiation languages etc. The major topics include: accepting and rejecting an invitation, asking for the price and bargaining, congratulating for the promotion, promising, apologising, communicating, changing trade conditions, condolence and greetings, informing recruitment and resignation and so on.

Recommended Textbooks/References:

1. LUO Cuicui, Makoto Abe (eds). New Coursebook on Business Japanese. Southeast University Press. May 2004.
2. ZHANG, Zhengwen, Wenjiang Yang (eds). New Practices on International Business Japanese. Nankai University Press. Oct 2003.

Course Number: 0007346

Course Title: Seminar on Business Japanese

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Commercial Japanese Writing I, The History of Japanese Economy

Evaluation Method: Oral Test or Report

Course Description:

It is one of the fundamental courses, providing further integrated business knowledge for undergraduates majoring in Business Japanese after they have possessed basic five language skills. The course enables students to master the Japanese expressions within the commercial area, laying a solid foundation for their future career. The course consists of abundant of conversation practices, which are designed based on corresponding textbooks and references under the monitor and the instruction of the lecturer, helping students have a better understanding and experience of business language in Japanese.

Recommended Textbooks/References:

Self-made Handouts

Course Number: 0006439

Course Title: Business Etiquette (Japanese)

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: None

Evaluation Method: Oral Test

Course Description:

The course enables the students to have a general understanding about the Business Etiquette in Japan, be familiar with corresponding expressions, and know the basic process of recruitment and training for instance interviewing tips, helping students with their job hunting. During this course, the students are expected to master abilities of solving problems, develop communication skills and honest working attitudes, and realise the importance of personal growth in preparation for their future business affairs. The major topics include: similarities and differences between organisational culture in China and in Japan, employees' basic qualities and awareness, the importance of organisational needs and culture, recruitment, training, clothing, etiquette, answering phone calls, reception, visiting, working environment, attending meetings, promotion, self-development and so on.

Recommended Textbooks/References:

1. GAO, Tiantuo, Chun Gu. Japanese Business Etiquette. East China University of Science and Technology. Sept 2010.

Course Number: 0003630

Course Title: The History of Japanese Economy

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Advanced Japanese-2

Evaluation Method: Report

Course Description:

It is one of the optional courses for Yr3/4 undergraduates majoring in Japanese, enabling them to have a better understanding of Japanese Society and its current economic situation, after they have finished "Survey of Japan", laying a solid foundation for their future career. The course introduces the history of Japanese economy as the main stream, accompanied with the knowledge of its current economy, helping students understand Japanese economy both in the past and at present at macro level. Meanwhile, the students are also expected to predict its future economy based on the knowledge delivered in the course.

Recommended Textbooks/References:

1. Introduction to the History of Japanese Economy. University of Tokyo Press. Jul 2002.

Course Number: 0004272

Course Title: The Thought of Japanese

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Basic Japanese II-1, Basic Japanese II-2

Evaluation Method: Written Exam

Course Description:

It is one of the optional courses for undergraduates majoring in Japanese after they have possessed

basic five language skills, making them to have a better understanding of Japanese Society after they have finished “Survey of Japan”. The course provides more information about Japanese way of thinking and its culture, laying a solid foundation for the future career of the students. The course introduces a brief history of the thought of Japanese and several relevant academic topics, which are delivered and discussed respectively in lectures. The students are expected to finish some certain reports on the selected topics under the instruction of the lecturer.

Recommended Textbooks/References:

Handouts

Course Number: 0004275

Course Title: History of Japan-US Relationship

Credit: 2 Total Credit Hours: 32

Students: Undergraduates Majoring in Business Japanese

Prerequisites: Survey of Japan

Evaluation Method: Report

Course Description:

It is a limited optional specialised course for undergraduates majoring in Japanese, enabling them to have a better understanding of the relationship between Japan and the United States, involving their development, current situation, and hot issues, from the angle of Japanese diplomacy. The course introduces how Japan decides its US policy in further details and requires the students to analyse corresponding Japan-US issues in reality. The major content of the lecture is to discuss the relationship between two countries, and ask the students to finish a report about what they have learnt in the course under the instruction of the lecturer.

Recommended Textbooks/References:

Handouts

Course Number: 0006791

Course Title: Comprehensive Training in Advanced English

Credit: 2 Total credit hours: 60

Students: 4th Grade English majors

Prerequisites: Basic English Courses and Advanced English Courses

Evaluation Method: Classroom performance and final test

Course Description:

This course is designated to 4th Grade English majors as practice in preparing for National Professional English Test for English Majors 8 Band. This course mainly trains and improves students in essentials, grammar and skills necessary for the test to raise the students' performance in the test, as well as their abilities in comprehensive scope.

Recommended Textbooks/References:

The latest test papers and teaching materials in concern.

Course Number: 0006614

Course Title: Comprehensive Training in Basic English

Credit: 2 Total Credit hours: 60

Students: 2nd Grade English majors

Prerequisites: Basic English Courses

Evaluation method: Classroom performance and final test

Course Description:

This course is designated to 2nd Grade English majors as practice in preparing for National Professional English Test for English Majors 4 Band. This course mainly trains and improves students in essentials, grammar and skills necessary for the test to raise the students' performance in the test, as well as their abilities in comprehensive scope.

Recommended Textbooks/References:

The latest test papers and teaching materials in concern.

Course Number: 0004152

Course Title: Hot Business Topics Seminar

Credit: 2 Total Credit Hours: 60

Students: Undergraduate in English Major

Prerequisites: Fundamental English Courses; Economics; International Business; Marketing; Management.

Evaluation Method: Reports

Course Description:

This seminar style course provides an opportunity for students to improve all four English skills (listening, speaking, reading, writing) through a development of macroeconomic theory and its relationship to the current economic situation both inside and outside China. Students will research and discuss Western business news stories each week. They are also responsible to make a formal presentation to the class regarding a specific individual research topic. This research will culminate in a major Western-style fully documented research paper relevant to the current economic situation in China.

There are five main goals for the course:

- to increase each student's ability to think cogently and creatively about current economic issues and to be able to interact lucidly about those issues in English with others
- to develop a practical macroeconomic theory and see its implications for China in the 21st century
- to gain confidence and improve ability in making formal presentations in English to a large audience
- to improve the speed and accuracy of finding business information from available sources
- to learn and practice a Western style of fully documented research writing

Recommended Textbooks/References:

1. The Economic Way of Thinking by Paul Heyne
2. Basic Economics: A Citizen's Guide to the Economy by Thomas Sowell
3. Time; Newsweek; Forbes; Business 2.0

4. www.businessweek.com;news.com.;www.economist.com;www.yahoo.com; www.zdnet.com

Course Number: 0004816

Course Title: English Pronunciation I

Credit: 1 Total Credit Hours: 30

Students: Grade One, English Major

Prerequisites: English Courses in High School

Evaluation Method: Oral Examination

Course Description:

This course helps students of English major build their pronunciation skills for the purpose of fluency and effective communication. It focuses on the major components which make up clear English speech. These components include the vowel and consonant sounds of English, word linking, stress, intonation, basic rhythm, etc. While aspects of pronunciation are taught, students spend most of the class time engaged in various interactive activities of pronunciation practice.

Recommended Textbooks/References:

1. Yang Limin, Contemporary College English Pronunciation, Foreign Language Teaching and Research Press, 2002.

Course Number: 0006136

Course Title: Pragmatic Translation between Chinese and English-1

Credit: 1 Total Credit Hours: 30

Students: Junior Undergraduate Students Major in English

Prerequisites: Translation Theory and Practice

Evaluation Method: Written Exam

Course Description:

This course conducts a detailed analysis and thorough translation practice in such pragmatic texts as news reports, advertisements, scientific texts, legal and commercial documents, etc. from the view of textual characteristics, translation skills and criticism on translated texts. Students are required to enhance their ability of the English language and translation between English and Chinese via this course, which serves as a foundation for the more advanced courses in the future. This course is conducted in the form of lectures and translation practices, with the goal to make students familiar with various types of pragmatic texts and their translation between Chinese and English.

Recommended Textbooks/References:

1. FANG Mengzhi, MAO Zhongming. A Coursebook on Pragmatic Translation. Shanghai Foreign Language Education Press, 2008

Course Number: 0006143

Course Title: Pragmatic Translation between Chinese and English-2

Credit: 1 Total Credit Hours: 30

Students: Junior Undergraduate Students Major in English

Prerequisites: Translation Theory and Practice

Evaluation Method: Written Exam

Course Description:

This course conducts a detailed analysis and thorough translation practice in such pragmatic texts as news reports, advertisements, scientific texts, legal and commercial documents, etc. from the view of textual characteristics, translation skills and criticism on translated texts. Students are required to enhance their ability of the English language and translation between English and Chinese via this course, which serves as a foundation for the more advanced courses in the future. This course is conducted in the form of lectures and translation practices, with the goal to make students familiar with various types of pragmatic texts and their translation between Chinese and English.

Recommended Textbooks/References:

1. FANG Mengzhi, MAO Zhongming. A Coursebook on Pragmatic Translation. Shanghai Foreign Language Education Press, 2008

Course Number: 0006120

Course Title: Introduction to Oral Interpretation

Credit: 2 **Total Credit Hours:** 32

Students: Undergraduate Students Major in English

Prerequisites: English Listening 1-4, Basic English

Evaluation Method: Oral Exam

Course Description:

This course is to help students understand the basic skills and training strategies involved in English oral interpretation. Students' interpretation capacity can be divided into three parts: namely language, skills and extra-linguistic knowledge. This course is to focus on the SKILL part, leaving KNOWLEDGE to "consecutive interpretation" in the next semester.

Interpretation involves four steps: comprehension, memorization, deverbalization and finally re-expression, of which the first two parts play a key role. As a result the two major skills in this course is 1. Analytical listening for the first half, and note-taking for the second half.

Recommended Textbooks/References:

1. Mei Deming, Course Of Interpretation, Shanghai Foreign Language Education Press, 2001
2. Lin Chaolun, The Actual Interpretation, Foreign Language Teaching And Research Press, 2005
3. Wang Xuewen et al, Economic And Trade Course Of Interpretation, Chinese Foreign Trade Press, 2005
4. Bao Gang, Overview Of Interpretation Theories, China Translation And Publishing Company, 2005
5. Daniel Gile, Amsterdam/Philadelphia, Basic Concepts and Models for Interpreter and Translator Training, John Benjamins Publishing Company, 1995
6. Danica Seleskovitch and Marianne Lederer, Manchester, A Systematic Approach to Teaching Interpretation, St. Jerome Publishing, 1995

Course Number: 0007735

Course Title: Cognitive Study

Credit: 1 Total Credit Hours: 30

Students: English Majors

Prerequisites: None

Evaluation Method: Reports

Course Description:

This practice activity is designated for the students to deepen their understanding of the subject through various activities like in-field visits to some companies, lectures and some social activities. Besides, students are required to take part in various well-known contests like CCTV English Debate Contest, English Oral Interpretation Contest. All the students are required to deliver their reports after they join this practice activity.

Recommended Textbooks/References: None

Course Number: 0007736

Course Title: Internship

Credits: 4 Total Credit Hours: 120

Students: English Majors

Prerequisites: All Compulsory and Optional Courses

Evaluation Method: Internship Reports

Course Description:

This internship is designated to prepare students with basic know-how about corporate culture, business operating, market planning and documentary procedures in real business setting through 2 weeks. The students are required to finish real business tasks under staff direction and deliver their internship reports for the credits.

Recommended Textbooks/References: None

Course Number: 0009042

Course Title: Graduation Design (Paper)

Credits: 16 Total Credit Hours: 480

Students: English Majors

Prerequisites: Basic English II-1, Basic English II-2, Basic English II-3, Basic English II-4, English Reading I-1, English Reading I-2, Senior English I-1, Senior English I-2

Evaluation Method: Paper

Course Description:

Graduation design is a compulsory course of English major, its theory and practice are highly integrated practice teaching. Applying college students' knowledge, professional knowledge and basic skills, improving the analysis and the solution actual problem ability; making students' have initial scientific research training, have engaged in scientific research work in the initial capacity, English talent cultivation goal is to achieve an important link. Graduation design (Thesis) in the process of teaching, under the guidance of student teachers, in accordance with the requirements of the syllabus, independent writing a graduation thesis.

Recommended Textbooks/References:

According to the actual problems under the guidance of teachers to determine

Course Number: 0006311**Course Title: Workshop in Japanese Business****Credit: 1 Total Credit Hours: 30****Students:** Japanese Majors**Prerequisites:** Advanced Japanese and General Introduction to Japan**Evaluation Method:** Report delivery**Course Description**

This course is designated to raise the students' senses and understanding in Japanese business development through panel workshops, self-taught and online reading. The student is required to deliver a research paper or report on certain topic in the field of Japanese economic growth from his own angle after this course.

Recommended Textbooks/References:

1. Yang Dongliang; Present History of Japanese Economics, The Publishing House of World Knowledge, 2010. 3

Course Number: 0006310**Course Title: Japanese Cultural Workshop I****Credit: 1 Total Credit Hours: 30****Students:** Japanese Majors**Prerequisites:** Advanced Japanese and General Introduction to Japan**Evaluation Method:** Report delivery**Course Description**

This course is designated to raise the students' senses and understanding in Japanese culture through panel workshops, self-taught and online reading. The student is required to deliver a research paper or report on certain topic in the field of Japanese culture from his own angle after this course.

Recommended Textbooks/References:

1. Han Lihong. Essentials to Japanese Culture, The Publishing House of Nankai University, 2006. 8

Course Number: 0007336**Course Title: Advanced Training in Japanese Listening-1****Credit: 1 Total Credit Hours: 30****Students:** Undergraduate Japanese Majors**Prerequisites:** Japanese Listening 1-2, Intermediate Training In Japanese Listening**Evaluation Method:** Written Exam**Course Description:**

Through the training of various kinds of listening exercises, this course helps the students to summarize and induce what they have previously learned about Japanese listening. It requires the students to be familiar with various kinds of listening exercises in Japanese level tests (level 1) and master the skills to answer the questions in the tests. Meanwhile in the course the students' listening comprehension is trained centering on business Japanese. The final goal is that the students can be competent in business work. The training includes: training of descriptive exercises about the appearance of people and animals (including their movements and gestures); training of simple description of the appearance of characters (including their feelings, status, nature and personality etc.); training of simple description of profession, identity, behaviors and interpersonal relationship; training of listening related to business visit; training of listening related to business welcoming and farewell; training of listening related to business training of listening related to business banquets; training of listening related to factory visit and so on.

Recommended Textbooks/References:

1. Cao Jinbo, Zhu Tiecheng, Xiao Tingting. Advanced Japanese Listening (2nd Edition). Dailian: Dalian University of Technology Press. 2009
2. Liu Dehui. Business Japanese Listening. Beijing: China Business Press. 2006

Course Number: 0006317

Course Title: Advanced Training in Japanese Listening-2

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese Majors

Prerequisites: Advanced Training in Japanese Listening-1

Evaluation Method: Written Exam

Course Description:

Through the training of various kinds of listening exercises, this course helps the students to summarize and induce what they have previously learned about Japanese listening. It requires the students to be familiar with various kinds of listening exercises in Japanese level tests (level 1) and master the skills to answer the questions in the tests. Meanwhile in the course the students' listening comprehension is trained centering on business Japanese. The final goal is that the students can be competent in business work. The training includes: training of simple descriptive exercises of orders; training of simple descriptive exercises of weather; basic training of exercises of content (induction of content and hearing important content); basic training of exercises of reasons, causes and purposes; basic training of exercises of intention and assertion; training of listening related to price negotiation, package and transportation, insurance, final estimation, contract, customs declaration, claim for compensation, arbitration, and enterprise accounting etc.

Recommended Textbooks/References:

1. Cao Jinbo, Zhu Tiecheng, Xiao Tingting. Advanced Japanese Listening (2nd Edition). Dailian: Dalian University of Technology Press. 2009
2. Liu Dehui. Business Japanese Listening. Beijing: China Business Press. 2006

Course Number: 0006109

Course Title: Japanese Interpretation Training

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese Majors

Prerequisites: Basic Japanese, Spoken Japanese

Evaluation Method: Oral Exam

Course Description:

This course is a basic course of the Japanese majors (business Japanese) and one of the five skills (listening, speaking, reading, writing and translating) that the Japanese majors should master in the course of their foreign language learning. It requires the students to further grasp the skills of interpretation and expressive habits through studying this course on the basis of the basic lessons that they previously learned. The

specific trainings include: the applications of general greetings, the compression and reduction of translation, the expansion and addition of translation, explanatory translation, changing expressions in interpretation, speculative translation, standpoint-analysis in interpretation, borrowing in translation, image memory in interpretation, image translation, recording in interpretation, interpretation on telephone, translation of speech delivery, grasping the sense of language in interpretation and so on.

Recommended Textbooks/References:

1. Xu Min. *New Japanese Interpretation*. Shanghai: Shanghai Foreign Language Education Press. 2011
2. Chen Juan. *Practical Japanese Interpretation*. Beijing: Intellectual Property Press. 2010

Course Number: 0006301

Course Title: Training in Japanese Extensive Reading I-1

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese Majors

Prerequisites: Basic Japanese

Evaluation Method: Oral Exam

Course Description:

Through reading training in teaching practice in this phase, this course is aimed at enlarging the students' vocabulary, strengthen their understanding of basic sentence patterns, and help them to deepen their understanding of the linguistic features of Japanese language. At this stage, the students are required to master a vocabulary of 1000 words, be familiar with different types of Japanese words, especially the characteristics of Japanese 'yong yan' (including verbs, adjectives and verbs with adjective attribute), master the variation of verbs, adjectives and verbs with adjective attribute. The students are asked to read the texts fluently and master the new sentence patterns and new vocabulary that are used in the texts. The articles used as reading training material involve a large variety of subjects and styles. The students are required to not only absorb the language material and linguistic knowledge but also understand the status of Japanese society, cultural background and the Japanese mentality etc.

Recommended Textbooks/References:

1. Zhai Dongna. *Japanese Extensive Reading 1*. Beijing: Higher Education Press. 2002
2. Lu Jinghua, Ji Lingen. *New Japanese Reading Anthology (Book 1)*. Shanghai: Shanghai

Course Number: 0006302

Course Title: Training in Japanese Extensive Reading I-2

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese Majors

Prerequisites: Training In Japanese Extensive Reading I-1

Evaluation Method: Written Exam

Course Description:

Through reading training in teaching practice in this phase, this course is aimed at enlarging the students' vocabulary, strengthen their understanding of basic sentence patterns, and help them to deepen their understanding of the linguistic features of Japanese language. At this stage, the students are required to master a vocabulary of 2000 words, be familiar with different types of Japanese words and sentence patterns, and be able to master skillfully different types of sentences and ways of expressions. The specific training includes: expressing accumulation, defining, unfolding topics, and hypothesis. The students are asked to read the texts fluently and master the new sentence patterns and new vocabulary that are used in the texts. The articles used as reading training material involve a large variety of subjects and styles. The students are required to not only absorb the language material and linguistic knowledge but also understand the status of Japanese society, cultural background and the Japanese mentality etc.

Recommended Textbooks/References:

1. Chen Junsen. Japanese Extensive Reading 2. Beijing: Higher Education Press. 2004
2. Lu Jinghua, Ji Lingen. New Japanese Reading Anthology (Book 2). Shanghai: Shanghai Foreign Language Education Press. 2002

Course Number: 0006303

Course Title: Training in Japanese Extensive Reading I-3

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Majoring in Japanese

Prerequisites: Training in Japanese Extensive Reading I-1, Training in Japanese Extensive Reading I-2

Evaluation Method: Written Exam

Course Description:

Through reading training in teaching practice in this phase, this course is aimed at enlarging the students' vocabulary, strengthen their understanding of basic sentence patterns, and help them to deepen their understanding of the linguistic features of Japanese language on the basis of "Training in Japanese Extensive Reading I-1" and "Training in Japanese Extensive Reading I-2". At this stage, the students are required to master a vocabulary of 3000 words, be familiar with different structures of Japanese texts and the commonly utilised figure of speech, and improve the ability to understand as well as their reading competence. The articles selected for this course cover a wide range of topics and writing styles, thus making students to absorb language material and knowledge to the most extent and making them have a better understanding of the Japanese

society, culture background and ways of thinking, etc.

Recommended Textbooks/References:

1. CHEN, Junsen. Japanese Extensive Reading 3. Beijing: Higher Education Press. 2004
2. XU Cihui, Wenwei Mao. New Japanese Reading Anthology (Book 3). Shanghai: Shanghai Foreign Language Education Press. 2002

Course Number: 0006303

Course Title: Training in Japanese Extensive Reading I-3

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Majoring in Japanese

Prerequisites: Training in Japanese Extensive Reading I-1, Training in Japanese Extensive Reading I-2

Evaluation Method: Written Exam

Course Description:

Through reading training in teaching practice in this phase, this course is aimed at enlarging the students' vocabulary, strengthen their understanding of basic sentence patterns, and help them to deepen their understanding of the linguistic features of Japanese language on the basis of "Training in Japanese Extensive Reading I-1" and "Training in Japanese Extensive Reading I-2". At this stage, the students are required to master a vocabulary of 3000 words, be familiar with different structures of Japanese texts and the commonly utilised figure of speech, and improve the ability to understand as well as their reading competence. The articles selected for this course cover a wide range of topics and writing styles, thus making students to absorb language material and knowledge to the most extent and making them have a better understanding of the Japanese society, culture background and ways of thinking, etc.

Recommended Textbooks/References:

1. CHEN, Junsen. Japanese Extensive Reading 3. Beijing: Higher Education Press. 2004
2. XU Cihui, Wenwei Mao. New Japanese Reading Anthology (Book 3). Shanghai: Shanghai Foreign Language Education Press. 2002

Course Number: 0006304

Course Title: Training in Japanese Extensive Reading I-4

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Majoring in Japanese

Prerequisites: Training in Japanese Extensive Reading I-1, Training in Japanese Extensive Reading I-2, Training in Japanese Extensive Reading I-3

Evaluation Method: Written Exam

Course Description:

Through reading training in teaching practice in this phase, this course is aimed at enlarging the students' vocabulary, strengthen their understanding of basic sentence patterns, and help them to deepen their understanding of the linguistic features of Japanese language on the basis of "Training in Japanese Extensive Reading I-1", "Training in Japanese Extensive Reading I-2" and "Training in Japanese Extensive Reading I-3". At this stage, the students are required to master a

vocabulary of 4000 words by reading texts, which are comparatively difficult than previous ones, making them to be familiar with different features of Japanese texts like “introduction, elucidation of the theme, change of approach, and summing up”. The students are expected to be able to analyse the structure of the Japanese texts, accomplish the reading the understanding process of the articles within given time, and strengthen the skills for fast reading. The articles selected for this course cover a wide range of topics and writing styles, thus making students to absorb language material and knowledge to the most extent and making them have a better understanding of the Japanese society, culture background and ways of thinking, etc.

Recommended Textbooks/References:

1. CHEN, Junsen. Japanese Extensive Reading 4. Beijing: Higher Education Press. 2004.
2. LI, Yuanxi. Advanced Fast Reading for Japanese. Tianjin: Nankai University Press. 2007.

Course Number: 0006307

Course Title: Japanese Oral Training Intermediate Level -1

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese Majors

Prerequisites: Oral Japanese-1, Oral Japanese-2

Evaluation Method: Oral Exam

Course Description:

This course is a basic course for Japanese majors (business Japanese). It is a compulsive course in experimental phase, and it is designed to strengthen the students' language skills after they have concluded basic courses such as basic Japanese 1-4. Through the practice and training designed in this course, the students can use the basic sentence patterns and vocabulary that they are to mastered to express what they intend to say and can further grasp more ways of expression in oral Japanese. The specific training includes: expressing the status of Japanese verbs; different ways of inquiry for different objects; the style of possibility; expressing the styles and voices of Japanese verbs; many different ways of expressing apology; expressing one's likes and other feelings; expressing sentences of passive voice; understanding the cultural phenomena and background as well as cross-cultural knowledge that appear in the texts.

Recommended Textbooks/References:

1. Japan 3A Press. Everyone's Japanese (Intermediate Level) 1. Beijing: Foreign Language Teaching and Research Press. 2010
2. Japan 3A Press. Everyone's Japanese (Intermediate Level) 1. Guidance Book. Beijing: Foreign Language Teaching and Research Press. 2010

Course Number: 0006305

Course Title: Intermediate Training in Japanese Listening-1

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese majors

Prerequisites: Japanese Listening 1-2

Evaluation Method: Written Exam

Course Description:

Through various special training this course will help the students be familiar with the basic expressions used in various daily situations, have further understanding of the expressions of various kinds of oral abbreviated forms and be able to repeat what they hear as listening material. The specific training includes: training of simple description of the appearance of people and animals (including their movements and gestures); training of simple description of the appearance of characters (including their feelings, status, nature and personality etc.); training of simple description of profession, identity, behaviors and interpersonal relationship; training of simple description of positions, maps and travel route; training of summarizing content; training of analyzing reasons; training of particle shedding in oral Japanese; training of hearing various abbreviated forms used in oral Japanese.

Recommended Textbooks/References:

1. Cai Quansheng. Intermediate Japanese Listening (Part I) (2nd Edition). Dalian: Dalian University of Technology Press. 2004
2. Hou Renfeng. New College Japanese Listening and Speaking 1. Beijing: Higher Education Press. 2003

Course Number: 0006306

Course Title: Intermediate Training in Japanese Listening-2

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese majors

Prerequisites: Intermediate Training in Japanese Listening-1

Evaluation Method: Written Exam

Course Description:

Through various special training this course will help the students be familiar with the basic expressions used in various daily situations, have further understanding of the expressions of various kinds of oral abbreviated forms and be able to repeat what they hear as listening material. The specific training includes: training of simple descriptive exercises of orders; training of simple descriptive exercises of weather; basic training of exercises of content (induction of content and hearing important content); basic training of exercises of reasons, causes and purposes; basic training of exercises of intention and assertion; training of listening about phonetic shedding in oral Japanese; training of listening about phonetic variations in oral Japanese; training of listening about distinguishing long and short syllables; training of listening about distinguishing promote tones and non-promote tones in oral Japanese; training of listening about words used in oral Japanese that have identical pronunciation but different meanings.

Recommended Textbooks/References:

1. Chai Hongmei. Intermediate Japanese Listening (Part II) (2nd Edition). Dalian: Dalian University of Technology Press. 2009
2. Hou Renfeng. New College Japanese Listening and Speaking 2. Beijing: Higher Education Press. 2003

Course Number: 0007335

Course Title: Intermediate Japanese Writing

Credit: 1 Total Credit Hours: 30

Students: undergraduate Japanese majors

Prerequisites: Basic Japanese Writing

Evaluation Method: Written Exam

Course Description:

This course requires the students to strengthen the training of various writing styles, to be familiar with the basic structures of articles of various styles and master the fundamental writing techniques and skills on the basis of further study of expressions and writing format of Japanese articles. The specific training includes: the expressions of the relationship between things that happened before and after; the expressions of the formation, order and methods of things; the expressions of the cause-and-effect relationship; the expressions of reasons, purposes of human behaviors; the expressions of common points, similar points and different points; the expressions of hearsay and citation; the expressions of opinion statement; the expressions of change, involvement and process; the expressions of summarize general features from specific facts; the expressions of agreement and disagreement; the training of correspondence writing; the training of expository essay writing; the training of lyric writing; the training of recording writing etc.

Recommended Textbooks/References:

1. Hu Chuannai. Japanese Writing (2nd Edition). Beijing: Beijing University Press. 2008
2. Wang Junyan. New Japanese Writing. Shanghai: Shanghai Foreign Language Education Press. 2000

Course Number: 0007735

Course Title: Cognitive Practice

Credit: 1 Total Credit Hours: 30

Students: Undergraduate Japanese Majors

Prerequisites: None

Evaluation Method: Submission of Visit Reports or Supporting Material for Activities

Course Description:

The cognition internship is designed to deepen students' understanding of their majors and improve their ability for social practice. It is implemented through visiting enterprises, organizing professional activities and professional seminars and so on. The internship includes: participation in the short-term training projects (during holidays) in Japan organized by Beijing University of Technology (the training projects include language learning, social experiencing and visiting some Japanese companies); participation in professional competitions held by Foreign Languages College, Beijing University of Technology, such as essay competitions, Japanese songs contests, Japanese dubbing contests, Japanese recitation contests; participation in various professional competitions of municipal level or above; participation in a variety of exchange activities with foreign students and in Japanese dance performances; undertaking practice in the relevant domestic enterprises.

Students are required to submit reports on their visits and practices and provide supporting material for their activities.

Recommended Textbooks/References: None

Course Number: 0007736

Course Title: Professional Practice

Credit: 4 Total Credit Hours: 120

Students: Undergraduate Japanese majors

Prerequisites: None

Evaluation Method: Practice Report

Course Description:

The two-week internship (4 hours per day) is carried out in a practice teaching base which is built with some enterprises. The internship includes practices such as Japanese corporate culture, perception of corporate philosophy, practice of business etiquette, business-related text and word processing, market design, Japanese interpretation and translation, exhibition translation. The internship includes three parts: the specific instructions done by the staff and guidance teachers of the 'practice teaching base', work plan-making and their implementation, the process of the internship and reports of its results. The internship requires the students to grasp the processes of practical work, to learn how to summarize their experiences, and to upgrade their perceptual knowledge to rational cognition. The students are required to co-operate with the employees of the enterprises for the successful completion of the internship and to communicate with their guidance teachers in the course of the internship.

Recommended Textbooks/References: None