

OGP381 Chinese Language for Work 3

Level: 3

Credit Units: 5 Credit Units

Language: CHINESE

Presentation Pattern: EVERY REGULAR SEMESTER

Synopsis:

OGP381 Chinese Language for Work 3 aims to provide students with the necessary vocabulary and skills for business communication and to enable them to become effective and confident users of Mandarin in work settings in China. The focus, content, objectives, materials, teaching and assessment in the course will be based on specific language needs in the business context. The course will be delivered through synchronous, online instruction with small groups of students to ensure an optimum learning experience. Feedback on individual performance in each lesson helps students correct their errors immediately. Pre-lesson and post-lesson tasks help students focus on new knowledge gained, and reinforce and practise new vocabulary and grammatical structures learned. At the end of the course, students will be more aware of Chinese communicative norms and be proficient in business communication in Mandarin. The course assessments include a quiz assessing students' cultural knowledge, a group-based assignment, an individual assignment and an oral exam.

Topics:

- Human resource matters (resume, interview, salary and benefits, appraisals)
- Business strategies: know oneself, know thy enemy (offers and counter-offers)
- Business strategies: look before you leap (service/goods delivery)
- Business strategies: silent salesman (service/product packaging)
- Business strategies: prevention is better than cure (insurance)
- Business strategies: mutual benefit
- Business strategies: sharing the same joy
- Business strategies: local economy and global trends
- Green lanes and inspections
- Intellectual property rights and licenses
- Forging collaborations and partnerships
- Joint ventures in China

Learning Outcome:

- Show awareness of context-specific business and cultural knowledge.
- Demonstrate fluency in the expression of business ideas in the target language.
- Discuss business-related articles/reports in a formal, business setting.
- Demonstrate the ability to discuss business strategies in the target language.
- Apply context-specific knowledge of government regulations and business partnerships.
- Recommend and pitch a product/service to an external stakeholder.
- Use appropriate language skills to conduct negotiations in the target language.
- Develop a business plan in the target language.
- Compose a presentation deck and make a business presentation in the target language.

Assessment Strategies - Regular Semester (Evening Class):

Components	Description	Weightage Allocation (%)
Overall Continuous Assessment	QUIZ 1	10
	TUTOR-MARKED ASSIGNMENT 1	30
	GROUP BASED ASSIGNMENT 1	30
Overall Examinable Components	Oral Exam	30
Total		100

*The information listed is subject to review and change.