

12031		ビジネス・コミュニケーション (Speaking) Business Communication (Speaking)		2 年次～ 前期 2 単位	
担当者	中田 貴眞	履修可能学科	E Pe Pc C W F		
		関 連 資 格	教職 (E)		
サブタイトル	Communication in business situations				
授業内容 ・ ねらい	The aim of this course is to develop the ability to communicate in English, especially in business situations. No matter where you work, the ability to present effectively is indispensable. Therefore, in this course, students will learn how to make their presentation more effective, from the textbook and some model speeches which have been made in history. In addition, students will have opportunities to give presentations in pairs, groups, and class according to the framework provided in the text. Although a text has been assigned, supplementary materials will be provided by the teacher.				
授業計画	Students move from basic delivery skills to the more structural and organizational skills necessary for longer presentations. Week 1: Introduction to the course Week 2: Posture and Eye Contact Week 3: Gestures Week 4: Voice Inflection Week 5: Effective Visuals Week 6: Explaining Visuals Week 7: The Introduction Week 8: The Body Week 9: The Conclusion Week 10: Speech giving lecture 1 Week 11: Speech giving lecture 2 Week 12: Speech giving lecture 3 Week 13: Presentations 1 Week 14: Presentations 2 Week 15: Presentations 3				
教科書 参考書	教) David Harrington and Charles LeBeau 『Speaking of Speech – New Edition』 (Macmillan LanguageHouse) You should also bring an English-Japanese, and Japanese-English dictionary to class.				
評価方法	The assessment will be based on 1) attendance, 2) participation in class, and 3) final presentation.				
事前準備学習 履修条件等					