



<<Last Updated:2023/02/17>>

Course Schedule Information

Course Code	101827
Semester	Spring and Summer Term
Day and Period	Mon1
Course Name (Japanese)	(学共-方法論) World English Seminar(E)
Room	School of Foreign Studies/514 Classroom
Course Name	World English Seminar
Course Numbering Code	10FOST2B000
Credits	2.0
Student Year	2,3,4
Instructor	GREENING NEVILLE KAURI
Course of Media Class	Not Applicable

※About Course of Media Class
"Course of Media Class" are classes in which more than half of the classes are held in places other than classrooms by making advanced use of various media.
Undergraduate students can include up to 60 credits in media class course as requirements for graduation.
Even if this is not the case, we may hold classes using the media.

Detailed Syllabus Information

Course Subtitle	Dynamic Business English for your Future. All classes are onsite.
Language of the Course	English
Type of Class	Lecture Subject
Course Objective	This business English course will focus on more in-depth business-related topics. It comprises 15 business lessons, a variety of other business activities and then a final exam. By the end of the course, students should be able to communicate more confidently in all aspects of business. They should also be able to make a presentation in English, speak accurately and fluently in business related topics.
Learning Goals	Topics covered will include: Human Resource, Working Across Cultures, Meetings, Negotiations and Presentation. I designed the course to enable students to use English confidently in both professional and social situations, such as presentations, meetings, negotiations, leadership skills, and networking. Those who will study this course will become more fluent and confident in using business English and this should increase their prospects in the near future.
Requirement / Prerequisite	Excellent communication skills and a creative mind. I presume students to have basic computer skills, including a working knowledge of word processing and spreadsheet software. An intermediate level of English is important to understand the business world.
Class Plan	Dynamic Business English for the future 第1回/1st Introduction and course outline (Human Resource) 第2回/2nd Recruitment 第3回/3rd Training 第4回/4th Pay and Reward 第5回/5th Diversity 第6回/6th Strategy 第7回/7th HR documents 第8回/8th Working Across Cultures 第9回/9th Doing business in Foreign Markets 第10回/10th International Mergers 第11回/11th Living and working in a Foreign country 第12回/12th Working in International Teams 第13回/13th Training and Development

	第14回/14th Final preparation 第15回/15th Final assignment
Independent Study Outside of Class	Textbook material, Business journals, and online websites (Google, YouTube, Facebook, Twitter, LinkedIn) Market Leader online.
Textbooks	MARKET LEADER (Main textbook) International Business, Leadership Skills, People Resourcing (HRM) Marketing Management, Performance Management, Marketing Management, Operations Management, International Business
Reference	I will discuss references and textbooks at the beginning of each class.
Grading Policy	1) Class attendance and participation (15%) 2) Peer Review and constructive feedback (20%) 3) Unit tests (30%) 4) Final exam (35%)
Attendance and Student Conduct Policy*	See the grading policy. I will discuss conduct policy in class. All classes are onsite.
Other Remarks	One person does not do great things in business. They're done by a team of people (Steve Jobs). Important business skills you need today to succeed tomorrow, Sound financial management, Project planning and executing, Communication and relationship building skills, Demonstrating leadership, Effective recruitment, Everyday business operations, Curiosity and learning.
Special Note	No textbooks required. I will hand materials out.
Office Hour	Monday ~ Friday 8:50 ~ 21:00
Course conducted by instructors with practical experience	Prepare for your future job and learn the necessary skills beforehand.

Instructor(s)

Instructor Name	Affiliation, Title, Course	E-mail
Greening Neville Kauri		osaka.university2017@gmail.com

Cautions for Students

※出欠席及び受講に関するルール：令和5年度以降のシラバス項目 / *Attendance and Student Conduct Policy: field available from FY2023