



B.E. International Program

Faculty of Economics, Thammasat University



Course Syllabus

EL 321 Communicative Business English 2

Semester: 2/2018 (January 14 – May 12, 2019)

Number of credits: 3 credits (3-0-6)

Instructor: Asst. Prof. Edward B. Geerson

Class Schedule: Thursday, 14.00 – 17.00 hrs.

Class Room: Room 304, Faculty of Economics

Prerequisite: EL 221

Course Description:

This course aims to develop students' advanced business related communication skills in order to prepare them to use English in participating and leading international business. This course focuses on enhancing students' fluency and accuracy in four skills; listening, speaking, reading and writing. The course also raises the students' confidence in English communication in international business context. Advanced business-related vocabulary is incorporated in the practice of the four skills. Students are required to work individually and in groups. This course also requires the students to critically apply current knowledge and theory in business as well as information from trustworthy sources of media in completing both individual and group assignments.

Teaching Approach:

Project-Based Learning
Student-centered/Autonomous and Active Learning
Group and Individual work and Presentations

Learning Outcomes:

Upon successful completion of the course, students will be able to:

1. improve students' speaking abilities through business-related tasks.
2. improve students' listening comprehension on business-related topics both in-class and outside classes.
3. develop students' reading and writing skills
4. develop students' oral and presentation skills

Teaching Materials:

The course follows a Project-Based Learning curriculum for which learning materials are obtained through multi-media resources relevant to students' selection of interest and need.

Active Learning Activities:

Students are expected to actively participate in classroom activities and discussions on relevant business topics. Activities such as individual, pair, and group work are conducted in class.

Course Evaluation:

Attendance: **20 points**

Presentations:

News Report 5

Spotlight 5

E-Learning 5

Mini-Lecture 20

35 points

Formative Assessments: **25 points**

(Bi-weekly (every 6 hours) assessment of students' progress towards achieving learning outcomes and benefit of learning activities)

Project Work:

Group	100
Individual	<u>20</u>
	120 points
TOTAL:	200 points

Attendance Policy:

Students are expected to maintain 80% attendance. 3 absences (for 3-hour class) will result in an automatic F. 2 points will be deducted for each absence, and 1 point deducted for each incidence of lateness. Students who are more than 15 minutes late are considered absent.

Plagiarism Policy:

Students of Thammasat University are required to refrain from any kind of plagiarism, i.e. an act of copying other people's work, such as language, thoughts, or expressions, without crediting the original author(s). Copying any sentences or paragraphs from any sources such as websites, books, and articles, and pasting them into students' assignments are thus considered cheating, which will result in a mark of zero for the assignment or even an F grade.

Tentative Class Schedule:

Week	Date	Content
1	17 January	Course Introduction Project Set-up
2	24 January	Team Introductions (Presentations) News Report (3); Spotlight (3); E-Learning (3); Mini-Lectures (3)
3	31 January	Consultations//Project Work News Report (4); Spotlight (3); E-Learning (3); Mini-Lectures (3)
4	07 February	Consultations/Project Work News Report (3); Spotlight (4); E-Learning(4); Mini-Lectures (3)
5	14 February	Consultations/Project Work News Report (3); Spotlight (4); E-Learning (4); Mini-Lectures (3)
6	21 February	Consultations/Project Work News Report (3); Spotlight: (4); E-Learning (4); Mini-Lectures (3)
7	28 February	Team Briefings (Presentations)
	07 March	No Class: Mid-Term Week
8	14 March	Consultations/Project Work News Report (4); Spotlight (3); E-Learning (3) Mini-Lectures (3)
9	21 March	Consultations/Project Work News Report (4); Spotlight (3); E-Learning (3); Mini-Lectures (3)
10	28 March	Consultations/Project Work News Report (3); Spotlight (3); E-Learning (3); Mini-Lectures (4)
11	04 April	Consultations/Project Work News Report (3); Spotlight (3); E-Learning (3); Mini-Lectures (4)
12	11 April	Consultations/Project Work News Report (3); Spotlight (3); E-Learning (3); Mini-Lectures (4)
	18 April	No Class: Songkran
13	25 April	Team Reports I (Presentations)
14	02 May	Team Reports II (Presentations)_
15	*09 May (Holiday- Make up class to be confirmed)	Project and Course Wrap-Up; Feedback; Evaluation

Remarks:



ACADEMIC CALENDAR SEMESTER 2/2018

Event	Semester 2 (January - June 2019)
Pre-Registration period (BE Portal)	October 29 - November 1, 2018
Course Registration (Reg TU)	November 20 - 23, 2018
Payment	November 20 - 26, 2018
Classes Begin	January 14, 2019
Adding and Dropping Courses W/O Record	January 14 - 28, 2019
Payment	January 14 - 29, 2019
<i>Makha Bucha Day*</i>	<i>February 19, 2019</i>
Mid-term Examination Period	March 4 - 9, 2019
Course Withdrawal With "W"	March 20 - 25, 2019
<i>Chakri Memorial Day*</i>	<i>April 6, 2019</i>
<i>Substitution for Chakri Memorial Day*</i>	<i>April 8, 2019</i>
<i>Songkran Festival Day*</i>	<i>April 12 - 18, 2019</i>
Last Day of Classes	May 12, 2019
Final Examination Period	May 13 - 17, 21 - 30, 2019

Remark:

** Holiday, No classes during this period*