

## Confucius Institute for Business London (Business Chinese Course)

<b>COURSE CODE</b>	CIBL600
<b>LANGUAGE</b>	BUSINESS CHINESE
<b>LEVEL</b>	1
<b>DESCRIPTION</b>	Business Chinese (Beginners)
<b>COURSE COORDINATOR</b>	Dr. Paiyu ZHANG
<b>PREREQUISITES</b>	<ul style="list-style-type: none"> <li>No previous knowledge required</li> </ul> <p><i>All students welcome, but they should:</i></p> <ul style="list-style-type: none"> <li>Demonstrate commitment to regular attendance, completion of homework and completion of all continuous assessments</li> <li>Dedicate at least 3 hours per week coursework in addition to classes</li> <li>Admission into the course upon tutor's approval during the information sessions.</li> </ul>
<b>STUDENT PROFILE</b>	Students do not need to be experienced language learners to take this course.
<b>COURSE AIMS</b>	<ul style="list-style-type: none"> <li>To develop the basic ability to use Business Chinese effectively for purposes of practical communication</li> <li>To focus on listening and speaking skills in language and attitudes required to promote and facilitate further study of business Chinese</li> <li>To know major communicative function in business environment</li> <li>To deliver a 5 minute work-related conversation</li> <li>To master about 200 Chinese words</li> </ul> <p>Equivalent to HSK Level 1, BCT and European Language Framework A1</p>
<b>COMMUNICATIVE CONTENT</b>	<ul style="list-style-type: none"> <li>Doing Business with China</li> <li>Greeting in a workplace</li> <li>Attending a meeting</li> <li>Chinese visa application</li> <li>Going to a pub after work</li> <li>Shopping in a Chinese supper market</li> </ul>

	<ul style="list-style-type: none"> <li>• Booking a ticket to China</li> <li>• Going to a bank</li> <li>• Booking a hotel for a business trip</li> <li>• Buying presents</li> <li>• Business banquet</li> <li>• Preparing for a trip to China</li> <li>• Attending an exhibition</li> </ul>
<b>STRUCTURAL CONTENT</b>	<ul style="list-style-type: none"> <li>• To be and to have</li> <li>• Definite and indefinite articles</li> <li>• Logical Chinese numbers</li> <li>• Positive, question and negative forms</li> <li>• Chinese measure words</li> <li>• Interrogative sentences in Chinese</li> <li>• Commonly used Chinese punctuation marks</li> <li>• Chinese expression of good wishes</li> </ul>
<b>COURSE STRUCTURE AND TEACHING ARRANGEMENTS</b>	<p><b>Course A (35 weeks)</b></p> <p><b>Term1:</b> 19 September 2016 - 16 December 2016 (13 weeks)</p> <p><b>Christmas Break:</b> 17 December 2016 - 8 January 2017 (3 weeks)</p> <p><b>Term2:</b> 9 January 2017 - 31 March 2017 (12 weeks)</p> <p><b>Easter Break:</b> 1 April 2017 - 23 April 2017 (3 weeks)</p> <p><b>Term3:</b> 24 April 2017 - 30 June 2017 (10 weeks)</p> <p><b>Course B (22 weeks)</b></p> <p><b>Term1:</b> 9 January 2017 - 31 March 2017 (12 weeks)</p> <p><b>Easter Break:</b> 1 April 2017 - 23 April 2017 (3 weeks)</p> <p><b>Term2:</b> 24 April 2017 - 30 June 2017 (10 weeks)</p> <p><b>Course C (10 weeks)</b></p> <p><b>Term1:</b> 24 April 2017 - 30 June 2017 (10 weeks)</p> <p>All classes will take place on LSE campus</p>
<b>METHODS OF ASSESSMENT</b>	<p>Students will be awarded a joint credential of proficiency (CIBL, LSE, Tsinghua University and Han Ban) on completion of the course and after passing the following elements:</p> <ul style="list-style-type: none"> <li>• <b>Continuous Assessment (50%)</b> consisting of 10 pieces of coursework (Creative writing based on learned course structure) set by the class teacher to be handed in, either electronically or as hardcopy, at set deadlines.</li> <li>• <b>Final presentation Assessment and Final Written Assessment (50%)</b></li> </ul>

## COURSE BOOK AND MATERIALS

### Text books:

London Business Chinese, Level 1 CIBL version, provided by CIBL

Gate Way to Business Chinese Regular Formulas and Etiquette + CD MP3 ( 1)  
( ISBN 7-301-08541-9) £14.95 (without CD)

Experience Chinese(living in China) + CD mp3 (1)  
( ISBN 978-7-04-018747-2) £14.95 with CD

The books and CDs can be booked through CIBL before the course starts.

### Useful Websites:

1. <http://www.chinese.cn>
2. <http://www.shangwuhanyu.com>

Learning Technology: Using Wimba Voice Tools In order to gain confidence in speaking Chinese you will have the opportunity to record yourself using the Wimba voice tools available on the Moodle site for your course.

To use the Wimba Voice Tools you need:

1. Access to the Internet-the Wimba voice tools are found in the Moodle site for your course:  
<http://moodle.lse.ac.uk>
2. A PC stereo headset with microphone Headsets with 3.5mm jacks are more reliable than USB headsets. (USB headsets might work, but if you are purchasing a new headset the ones with 3.5 jacks are cheaper and more durable). Headsets can be purchased from an electronics store such as Maplin.
3. A computer that meets Wimba's recommended system requirements.

On campus you should use the PCs in Room D010 (Clements' House basement) or G building basement. If you are using your own computer there is a 'wizard' you can use to check your computer. The wizard and further information on using Wimba can be found here:

<http://clt.lse.ac.uk/Help/student.php>