

2015학년도
제 1 학기

주별강의계획표

교과목명		Business English I	학 점	3	담당교수	김한영
수업 목표	To enhance the reading ability To practice English conversation To strengthen the listening skill					
교재	Success 비즈니스 영어 / 홍성룡 외 2 / 월드컴 / 2006					
주	수업내용					
1	Introduction					
2	[Part 3] Writing Business Letter					
3	Resume/e-mail					
4	Fax/Memo					
5	[Part 1] Speaking Marketing					
6	Meeting					
7	Making appointment					
8	Mid exam					
9	Interview					
10	Flight & telephone					
11	[part2] Reading Jobs					
12	Production					
13	Banking					
14	Nego & P/T					
15	Overall review					
16	Final exam					