

CHINESE PROFESSIONAL COMMUNICATION, CERTIFICATE

LEARNING OUTCOMES

1. Explain in the target language their academic and professional experiences, and articulate their career objectives, both in writing and speaking.
2. Manage basic everyday workplace (face-to-face, telephone, and email) communications in the target language (e.g., greeting, introducing oneself, making/changing appointments, making and receiving requests, obtaining permission, reporting, thanking, apologizing).
3. With preparation, deliver a clear, concise, and connected presentation in the target language, with the effective use of visual images, on a subject they researched through online resources and/or interviews.
4. Demonstrate an awareness of the significance of honorific and formulaic expressions and etiquette observed in the workplace within the target culture, which can be applied to their life-long learning.
5. Demonstrate an awareness of diverse cultural perspectives, which may influence business and other professional practices, and a disposition to approach unfamiliar contexts with an open mind.