

Business Chinese I 165 361

BUSINESS CHINESE I 165 361

**4486 01 Prerequisite 01:165:132 or 01:165:303 or equivalent
W2F5 SC219**

This course is designed to help students develop their spoken and written Chinese skills in doing business with overseas companies mainly in Asian countries and regions such as China, Singapore, Taiwan, Hong Kong and Macao; and at the same time the course aims to assist students to get familiar with international trade procedures and trade habits.

This course is composed of ten units according the procedures in international trade, the contents of which are as follows:

- (1) Establishing Business Relations**
- (2) Enquiry**
- (3) Offer**
- (4) On Price**
- (5) Order**
- (6) Terms of Payment**
- (7) Delivery and Shipment**
- (8) Insurance**
- (9) Claim**
- (10) Joint Venture**

The trade terminology in this course is explained in English. Exercises or homework assigned weekly by the instructor should be done in Chinese.

Grading system (Total 100 points)

- (1) Regular attendance: 10 points**
- (2) Classroom performance and homework: 20 points**
- (3) Mid-term: 30 points**
- (4) Final 40 points**

Course Instructor: Prof. Yun Fang, Qi

Tel: (732) 390-8818

e-mail: sunriseqq@aol.com

Add: 23 Millman Dr., East Brunswick, NJ 08816-5314