



LIN 203 - Chinese Business Language and Culture

Basic Information:

Instructor Name	Dr. Lizhong Zhang
Home Institution	La Trobe University
Instructor Title	Lecturer
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Office Hours	TBA, and by appointment

Course Description:

The course is designed to enable students to gain good understanding of the historical development and practical value of Chinese business and language, and develop essential capabilities and skills in managing cross-cultural communication and doing business in China.

Required Course Materials:

Textbook	Edition	Author	Publisher	ISBN-10
Doing Business In China	1	Ted Plafker	Business Plus	044669696X

Link to e-book purchase address:
https://www.amazon.com/Doing-Business-China-Fastest-Growing/dp/044669696X/ref=sr_1_1?ie=UTF8&qid=1487304302&sr=8-1&keywords=044669696X

Course Hours:

The course has 15 class sessions in total. Each class session is 160 minutes in length. The course meets from Monday to Friday. Each course has a total of 40 class hours. A reading day for students is on 7th Feb, 2018. Final exam will be on 8th Feb, 2018.

Year Level:

The 2nd year.

Prerequisite:

(List if there is any; List "None" if the course has no prerequisite)

Macro-Economics, Micro-Economics

Course Schedule:

Week	Session	Day	Topic (s)	Chapter(s)	Homework
Week 1	14 Jan, 2018	Sun	Orientation		
	15 Jan, 2018	M	Introduction	1	Project Planning
	16 Jan, 2018	T	The Cultural Development of China	1, 2	Project Proposal
	17 Jan, 2018	W	Understanding Cultural Differences	1, 2	Project Proposal



	18 Jan, 2018	TH	Examining China's Economy	3, 4	Data Collection
Week 2	22 Jan, 2018	M	Group Project Workshops	1, 2, 3, 4, 5	Group Discussion
	23 Jan, 2018	T	Basic Communication	3, 4	Teamwork
	24 Jan, 2018	W	Talking Chinese Business	5, 6,	Teamwork
	25 Jan, 2018	TH	Chinese Business Etiquette	6, 7	Teamwork
Week 3	29 Jan, 2018	M	China's Laws, Rules & Regulations	6, 7	Teamwork
	30 Jan, 2018	T	Working and Living in China	5, 6, 7	Draft Report
	31 Jan, 2018	W	Developing Chinese Language Skills	8, 9	Draft Report
	1 Feb, 2018	TH	Group Project Workshops	6, 7, 8, 9	Final Report
	2 Feb, 2018	F	Building Business Networks in China	6, 7, 8, 9	Exam Preparation
Week 4	5 Feb, 2018	M	Preparing for Further Studies Revision	6, 7, 8, 9	Exam Preparation
	6 Feb, 2018	T	Revision		Exam Preparation
	7 Feb, 2018	W	Reading Day		Exam Preparation
	8 Feb, 2018	TH	FINAL EXAM		

Evaluation:

Class Participation and Discussion

Group Project: Design an Online Course on Doing Business in China

Written Examination: Answer 6 short-essay questions

Grading Policies:

Part	Percentage	Points
Attendance/ Class Assignment	20%	20
Group Project	30%	30
Exams	50%	50
Course Total	100%	100 Points

Grade Distribution:

Letter Grade	Grade Points
High Distinction	85-100
Distinction	75-84
Credit	65-74
Pass	50-64
Fail	0-49

Academic Integrity

SISU expects honesty from students in presenting all of their academic work. Students are responsible for knowing and observing accepted principles of scholarly research and writing in all academic work.

Academic dishonesty or cheating includes acts of plagiarism, forgery, fabrication or misrepresentation, such as the following:

- claiming the work or thoughts of others as your own
- copying the writing of others into your written work without appropriate attribution
- writing papers for other students or allowing them to submit your work as their own
- buying papers and turning them in as your own
- having someone else write or create all or part of the content of your assignments



- submitting the same paper for more than one study or class without explicit permission from the faculty members

General Principles

SISU is committed to principles of trust, accountability, clear expectations and consequences. It is also committed to redemptive efforts, which are meaningful only in light of these principles. Students will be granted due process and the opportunity for an appeal.

Academic dishonesty offenses generally are subject to incremental disciplinary actions. Some first offenses, however, receive severe penalties, including dismissal from the program.

General Disciplinary

The following is a non-comprehensive list of possible actions apart from dismissal from the program: warning from a professor, program director; a lower or failing grade on an assignment, test or course; suspension or dismissal from the course; suspension or dismissal from the program.

Disciplinary Actions for Specific Offenses

Some academic dishonesty offenses call for specific disciplinary actions. The following have been identified:

Falsification of documents: Students who falsify or present falsified documents may be dismissed. Prospective students who are discovered to have presented falsified admission documents prior to admission shall be denied admission to the program. Should it be discovered after admission that a student had presented falsified documents for admission, such admission may be annulled and the record of academic achievement removed from the academic record, with appropriate notations. Such annulments or denials may be reviewed after one year.

Dishonesty in course requirements: Course work (a quiz, assignment, report, mid-term examination, research paper, etc.) in which a student has been dishonest generally will receive zero points towards the grade in fulfillment of a course requirement, and/or the student may receive a failing grade for the course. The professor of the course determines the appropriate consequence.

Final assignment: When a student cheats in a major or final assignment such as a comprehensive examination or presents plagiarized material in a major or final assignment, that student shall receive an F in that particular subject. Student cheats on more than two exams shall be dismissed from SISU.