



## LIN 203 - Chinese Business Language and Culture

### **Basic Information:**

<b>Instructor Name</b>	Dr. Lizhong Zhang
<b>Home Institution</b>	La Trobe University
<b>Instructor Title</b>	Associate Lecturer
<b>E- Mail</b>	Lizhong.zhang@scpaustralia.org
<b>Office</b>	TBA
<b>Office Hours</b>	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:**

<b>Textbook</b>	<b>Edition</b>	<b>Author</b>	<b>Publisher</b>	<b>ISBN-10</b>
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](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:**

This course consists of 18 class sessions, 1 field trip and 4 discussion sessions. Each class session is 150 minutes in length; each discussion session is 150 minutes in length; the field trip is 300 minutes in length. Classes normally meets from Monday to Friday. This course has 72 contact hours in total. Final exam will be on 26th Jan, 2019.

### **Year Level:**

The 2nd year.

### **Prerequisite:**

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

None.

### **Course Schedule:**

<b>Week</b>	<b>Session</b>	<b>Day</b>	<b>Topic (s)</b>	<b>Chapter(s)</b>	<b>Homework</b>
Week 1	2 Jan, 2019	W	Orientation		
	3 Jan, 2019	TH	Introduction	1	Project Planning
	4 Jan, 2019	F	The Cultural Development of China	1, 2	Project Proposal
	5 Jan, 2019	SAT	Understanding Cultural Differences	1, 2	Project Proposal
Week 2	7 Jan, 2019	M	Examining China's Economy	3, 4	Data Collection



	8 Jan, 2019	T	Group Project Workshops	1, 2, 3, 4, 5	Group Discussion
	9 Jan, 2019	W	Basic Communication	3, 4	Teamwork
	10 Jan, 2019	TH	Talking Chinese Business	5, 6,	Teamwork
	11 Jan, 2019	F	Chinese Business Etiquette	6, 7	Teamwork
Week 3	14 Jan, 2019	M	China's Laws, Rules & Regulations	6, 7	Teamwork
	15 Jan, 2019	T	Working and Living in China	5, 6, 7	Draft Report
	16 Jan, 2019	W	Developing Chinese Language Skills	8, 9	Draft Report
	17 Jan, 2019	TH	Group Project Workshops	6, 7, 8, 9	Final Report
	18 Jan, 2019	F	<b>Field Trip (5 hours)</b>		
Week4	21 Jan, 2019	M	Building Business Networks in China	6, 7, 8, 9	
	22 Jan, 2019	T	Preparing for Further Studies Revision	6, 7, 8, 9	
	23 Jan, 2019	W	Revision		Exam Preparation
	24 Jan, 2019	TH	Revision		Exam Preparation
	25 Jan, 2019	F	<b>Reading Day</b>		Exam Preparation
	26 Jan, 2019	SAT	<b>FINAL EXAM</b>		

### **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:**

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

### **Grade Distribution:**

<b>Letter Grade</b>	<b>Grade Points</b>
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.