**上海建桥学院**

SJQU-QR-JW-013（A0）

\_\_综合英语（1）\_\_\_\_课程教案

周次 3 第 1 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Essentials of Business | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To get cognitive information about basic concept of business  2.To master the new words and expressions and their usage  3.To cultivate the communication skills: greeting people and saying goodbye | | |
| 本次教学重点与难点  The special use of some expressions in business interaction | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Brainstorming 15 minutes  Part 2 Text analysis 30 minutes  Part 3 Some review about Reading 1 20 minutes  Part 4 Exercises explanation 15 minutes | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Write the key words and expressions on the blackboard;  Present some pictures, video clips, or some other materials to lead into the new text. | | |
| 课外复习、预习要求及作业布置  Memorize the new words and phrases;  Do Reading Comprehension and Vocabulary  Preview the text | | |
| 课后小结 | Through learning the new vocabulary, students will understand the text better. The vivid brainstorming part will arouse students’ interest in knowing more about the text and the introduction of background information can also help students to understand the unit better. | |

周次 3 第 2 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Essentials of Business | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To get cognitive information about basic concept of business  2.To master useful structures and their usage  3.To cultivate listening & communication skills | | |
| 本次教学重点与难点  The effective application of key structures in business interaction | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Lead-in Activities 15 minutes  Part 2 Text analysis 30 minutes  Part 3 Group discussion 20 min  Part 4 exercises 15 min | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Highlight the key notes on the blackboard; | | |
| 课外复习、预习要求及作业布置  Carry out while-reading activities  Preview text2  Finish exercises | | |
| 课后小结 | Through the lecture, the students are able to develop their listening & communication skills that are necessary during business interactions. | |

周次 3 第 3 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Essentials of Business | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To review Text 1  2.To finish Exercises of Comprehension and Vocabulary | | |
| 本次教学重点与难点  1. Key words and expressions  2. Role-play the business scenarios | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Brainstorming 20 minutes  Part 2 After-reading activities 30 minutes    Part 3 Review of the text 20 minutes  Part 4 Exercises explanation 20 minutes | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Write the key words and expressions on the blackboard  Highlight the text notes | | |
| 课外复习、预习要求及作业布置  Review business ideas  Finish exercises  Preview text2 | | |
| 课后小结 | By practicing oral English, the students’ speaking ability is improved. Through learning the text structure, the students can learn the writing structure of the text. However, more practice should be suggested. | |

周次 4 第 4 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Trading | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To get cognitive information about trading  2.To master the new words and expressions and their usage  3.To cultivate the communication skills | | |
| 本次教学重点与难点  The special use of some expressions in business interaction | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Brainstorming 15 minutes  Part 2 Text analysis 30 minutes  Part 3 Some review about Reading 1 20 minutes  Part 4 Exercises explanation 15 minutes | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Write the key words and expressions on the blackboard;  Present some pictures, video clips, or some other materials to lead into the new text. | | |
| 课外复习、预习要求及作业布置  Memorize the new words and phrases;  Do Reading Comprehension and Vocabulary  Preview the text | | |
| 课后小结 | Through learning the new vocabulary, students will understand the text better. The vivid brainstorming part will arouse students’ interest in knowing more about the text and the introduction of background information can also help students to understand the unit better. | |

周次 4 第 5 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Trading | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To get cognitive information about trading  2.To master useful structures and their usage  3.To cultivate listening & communication skills | | |
| 本次教学重点与难点  The effective application of key structures in business interaction | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Lead-in Activities 15 minutes  Part 2 Text analysis 30 minutes  Part 3 Group discussion 20 min  Part 4 exercises 15 min | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Highlight the key notes on the blackboard; | | |
| 课外复习、预习要求及作业布置  Carry out while-reading activities  Finish exercises | | |
| 课后小结 | Through the lecture, the students are able to develop their listening & communication skills that are necessary during business interactions. | |

周次4 第 6 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Trading | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To review Text 2  2.To finish Exercises of Comprehension and Vocabulary | | |
| 本次教学重点与难点  1. Key words and expressions  2. Role-play the business scenarios | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Brainstorming 20 minutes  Part 2 After-reading activities 30 minutes    Part 3 Review of the text 20 minutes  Part 4 Exercises explanation 20 minutes | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Write the key words and expressions on the blackboard  Highlight the text notes | | |
| 课外复习、预习要求及作业布置  Review business ideas  Finish exercises  Review text2 | | |
| 课后小结 | By practicing oral English, the students’ speaking ability is improved. Through learning the text structure, the students can learn the writing structure of the text. However, more practice should be suggested. | |

周次 5 第 7 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Marketing | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To get cognitive information about marketing  2.To master the new words and expressions and their usage  3.To cultivate the communication skills | | |
| 本次教学重点与难点  The special use of some expressions in business interaction | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Brainstorming 15 minutes  Part 2 Text analysis 30 minutes  Part 3 Some review about Reading 1 20 minutes  Part 4 Exercises explanation 15 minutes | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Write the key words and expressions on the blackboard;  Present some pictures, video clips, or some other materials to lead into the new text. | | |
| 课外复习、预习要求及作业布置  Memorize the new words and phrases;  Do Reading Comprehension and Vocabulary  Preview the text | | |
| 课后小结 | Through learning the new vocabulary, students will understand the text better. The vivid brainstorming part will arouse students’ interest in knowing more about the text and the introduction of background information can also help students to understand the unit better. | |

周次 5 第 8 次课 学时 2 教案设计人 徐佳琦

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| 章节名称 | Marketing | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To review Text 1  2.To finish Exercises of Comprehension and Vocabulary | | |
| 本次教学重点与难点  The effective application of key structures in business interaction | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Lead-in Activities 15 minutes  Part 2 Text analysis 30 minutes  Part 3 Group discussion 20 min  Part 4 exercises 15 min | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Highlight the key notes on the blackboard; | | |
| 课外复习、预习要求及作业布置  Carry out while-reading activities  Finish exercises | | |
| 课后小结 | Through the lecture, the students are able to develop their listening & communication skills that are necessary during business interactions. | |

周次 5 第 9 次课 学时 2 教案设计人张晶晶

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| 章节名称 | Marketing | |
| 授课形式 | 理论课√ 案例讨论课□ 实验课□ 习题课□ 其他□ | |
| 本次授课目的与要求  1.To review Text 1  2.To finish Exercises of Comprehension and Vocabulary | | |
| 本次教学重点与难点  1. Key words and expressions  2. Role-play the business scenarios | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| Part 1 Brainstorming 20 minutes  Part 2 After-reading activities 30 minutes    Part 3 Review of the text 20 minutes  Part 4 Exercises explanation 20 minutes | | Tasked-based learning  Global reading, skimming and scanning  Guess unknown words’ meaning  Group discussion |
| 板书设计  Write the key words and expressions on the blackboard  Highlight the text notes | | |
| 课外复习、预习要求及作业布置  Review business ideas  Finish exercises  Preview text2 | | |
| 课后小结 | By practicing oral English, the students’ speaking ability is improved. Through learning the text structure, the students can learn the writing structure of the text. However, more practice should be suggested. | |