**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 business2.To master the new words and expressions and their usage3.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 minutesPart 2 Text analysis 30 minutesPart 3 Some review about Reading 1 20 minutesPart 4 Exercises explanation 15 minutes |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup 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 business2.To master useful structures and their usage3.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 minutesPart 2 Text analysis 30 minutesPart 3 Group discussion 20 minPart 4 exercises 15 min |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup 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 activitiesPreview 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 12.To finish Exercises of Comprehension and Vocabulary  |
| 本次教学重点与难点1. Key words and expressions2. 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 minutesPart 2 After-reading activities 30 minutes Part 3 Review of the text 20 minutesPart 4 Exercises explanation 20 minutes |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup discussion  |
| 板书设计Write the key words and expressions on the blackboardHighlight the text notes  |
| 课外复习、预习要求及作业布置Review business ideasFinish exercisesPreview 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 trading2.To master the new words and expressions and their usage3.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 minutesPart 2 Text analysis 30 minutesPart 3 Some review about Reading 1 20 minutesPart 4 Exercises explanation 15 minutes |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup 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 trading2.To master useful structures and their usage3.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 minutesPart 2 Text analysis 30 minutesPart 3 Group discussion 20 minPart 4 exercises 15 min |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup 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 activitiesFinish 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 22.To finish Exercises of Comprehension and Vocabulary  |
| 本次教学重点与难点1. Key words and expressions2. 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 minutesPart 2 After-reading activities 30 minutes Part 3 Review of the text 20 minutesPart 4 Exercises explanation 20 minutes |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup discussion  |
| 板书设计Write the key words and expressions on the blackboardHighlight the text notes  |
| 课外复习、预习要求及作业布置Review business ideasFinish exercisesReview 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 marketing2.To master the new words and expressions and their usage3.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 minutesPart 2 Text analysis 30 minutesPart 3 Some review about Reading 1 20 minutesPart 4 Exercises explanation 15 minutes |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup 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 12.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 minutesPart 2 Text analysis 30 minutesPart 3 Group discussion 20 minPart 4 exercises 15 min |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup 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 activitiesFinish 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 12.To finish Exercises of Comprehension and Vocabulary  |
| 本次教学重点与难点1. Key words and expressions2. 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 minutesPart 2 After-reading activities 30 minutes Part 3 Review of the text 20 minutesPart 4 Exercises explanation 20 minutes |  Tasked-based learning Global reading, skimming and scanningGuess unknown words’ meaningGroup discussion  |
| 板书设计Write the key words and expressions on the blackboardHighlight the text notes  |
| 课外复习、预习要求及作业布置Review business ideasFinish exercisesPreview 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. |