

Class schedule for 01-312-015 English for Career Preparation

8 December 2018 – 10 March 2019

No.	Date	Time	Lesson	Lecturer
1	8 Dec 2018	09.00-11.30	Unit 1 Job Interviews: 1-5	
		13.00-15.30	Unit 1 Job Interviews: 6-10	
2	15 Dec 2018	09.00-11.30	Unit 1 Job Interviews: 11-15	
		13.00-15.30	Unit 2 Socializing with Confidence: 1-5	
3	22 Dec 2018	09.00-11.30	Unit 2 Socializing with Confidence: 6-10	
		13.00-15.30	Unit 2 Socializing with Confidence: 11-12 Unit 3 Communicating on the Phone: 1-3	
4	05 Jan 2019	09.00-11.30	Unit 3 Communicating on the Phone: 4-8	
		13.00-15.30	Unit 3 Communicating on the Phone: 9-12	
5	12 Jan 2019	09.00-11.30	Review 1	
		13.00-15.30	Unit 4 Introducing Companies and Products: 1-5	
6	19 Jan 2019	09.00-11.30	Unit 4 Introducing Companies and Products: 6-11	
		13.00-15.30	Unit 5 Negotiating for Success: 1-5	
7	26 Jan 2019	09.00-11.30	Unit 5 Negotiating for Success: 6-9 Unit 6 Traveling on Business: 1-2	
		13.00-15.30	Unit 6 Traveling on Business: 3-7	
8	02 Feb 2019	09.00-11.30	Unit 6 Traveling on Business: 8-12	
		13.00-15.30	Unit 6 Traveling on Business: 13-14 Review 2	
9	09 Feb 2019	09.00-11.30	Unit 7 Technology: 1-5	
		13.00-15.30	Unit 7 Technology: 6-10	
10	16 Feb 2019	09.00-11.30	Unit 8 Solving Problems: 1-5	
		13.00-15.30	Unit 8 Solving Problems: 6-10	
11	23 Feb 2019	09.00-11.30	Unit 9 Job Hunting: 1-5	
		13.00-15.30	Unit 9 Job Hunting: 6-10	
12	02 Mar 2019	09.00-11.30	Review 3	
		13.00-15.30	Unit 10 Business Writing: 1-5	
13	03 Mar 2019	09.00-11.30	Unit 10 Business Writing: 6-10	
		13.00-15.30	Unit 11 Powerful Presentations: 1-5	
14	09 Mar 2019	09.00-11.30	Unit 11 Powerful Presentations: 6-10	
		13.00-15.30	Unit 12 Meeting Mastery: 1-5	
15	10 Mar 2019	09.00-11.30	Unit 12 Meeting Mastery: 6-10	
		13.00-15.30	Review 4	