

四川托普信息技术职业学院

教师教学进度表

2020 - 2021 学年第 1 学期

课程名称： 商务英语精读 3

任课老师： 郭朝娟

专业： 商务英语

教学班： 2019 级 1 班

(2020 年 8 月 24 日修订)

注：教学进度以教学班为单位，以 2 学时为标准制订，开课前提交电子文档至教务处备案。

总学时: 72 理论学时: 36 实验、上机学时: 36

教研室主任: 王雪 系主任: 张国洪

周次	学时	内容要点	实验、上机及作业
1	2	Unit 1 Sports and Business Reading 1 Nike, from Small Beginnings to World Giant (I) Pre-reading & New Words and Expressions & Additional vocabulary & Background Information	Exercise III on page 10 Exercise IV on page 11
1	2	Unit 1 Sports and Business Reading 1 Nike, from Small Beginnings to World Giant (I) Language Points、Text Explanation and Culture Focus	Exercise V on page 12
2	2	Unit 1 Sports and Business Reading 1 Nike, from Small Beginnings to World Giant (I) Exercises and Post-reading	Review Reading 1
2	2	Unit 1 Sports and Business Listening Comprehension Tasks	Review the listening part and Preview Reading 2
3	2	Unit 1 Sports and Business Reading 2 Nike, from Small Beginnings to World Giant (II) Language points and comprehension	Translation on page 17
3	2	Unit 1 Sports and Business Reading 2 Nike, from Small Beginnings to World Giant (II) Exercises Extended Activities: Complimenting	Review Reading 2 Preview extended reading

4	2	Unit 1 Sports and Business Special Use: The Future Expressions Practical Reading: Football and Basketball Catalogue	Review Unit 1
4	2	Unit 3 Fashion Reading 1 Fashion Pre-reading & New Words and Expressions & Additional vocabulary & Background Information	Exercise III on page 64 Exercise IV on page 65
5	2	Unit 3 Fashion Reading 1 Fashion Language Points、Text Explanation and Culture Focus	Exercise V on page 66
5	2	Unit 3 Fashion Reading 1 Fashion Exercises and Post-reading	Review Reading 1
6	2	Unit 3 Fashion Listening Comprehension Tasks	Review the listening part and Preview Reading 2
6	2	Unit 3 Fashion Reading 2 Fashion Industry Language points and comprehension	Translation on page 72
7	2	Unit 3 Fashion Reading 2 Fashion Industry Exercises Extended Activities: Expressing concern & encouragement	Review Reading 2 Preview extended reading
7	2	Unit 3 Fashion Special Use: Adjective Used in Describing clothing Practical Reading: Bar Graphs	Review Unit 3

8	2	Unit 4 Consumer Satisfaction Reading 1 Bargains Pre-reading & New Words and Expressions& Additional vocabulary & Background Information	Exercise III on page 91 Exercise IV on page 92
8	2	Unit 4 Consumer Satisfaction Reading 1 Bargains Language Points、Text Explanation and Culture Focus	Exercise V on page 92
9	2	Unit 4 Consumer Satisfaction Reading 1 Bargains Exercises and Post-reading	Review Reading 1
9	2	Unit 4 Consumer Satisfaction Listening Comprehension Tasks	Review the listening part and Preview Reading 2
10	2	Unit 4 Consumer Satisfaction Reading 2 Why People Buy? Language points and comprehension	Translation on page 98
10	2	Unit 4 Consumer Satisfaction Reading 2 Why People Buy? Exercises Extended Activities: Complaining	Review Reading 2 Preview extended reading
11	2	Unit 4 Consumer Satisfaction Special Use: Subjunctive Mood of Verbs Practical Reading: Advertisement of Bargains	Review Unit 4
11	2	Unit 6 Human Resource Management Reading 1 Human Resource Management Pre-reading & New Words and Expressions& Additional vocabulary & Background Information	Exercise III on page 148 Exercise IV on page 149

12	2	Unit 6 Human Resource Management Reading 1 Human Resource Management Language Points、 Text Explanation and Culture Focus	Exercise V on page 150
12	2	Unit 6 Human Resource Management Reading 1 Human Resource Management Exercises and Post-reading	Review Reading 1
13	2	Unit 6 Human Resource Management Listening Comprehension Tasks	Review the listening part and Preview Reading 2
13	2	Unit 6 Human Resource Management Reading 2 Maslow’s Hierarchy of Needs Language points and comprehension	Translation on page 158
14	2	Unit 6 Human Resource Management Reading 2 Maslow’s Hierarchy of Needs Exercises Extended Activities: Talking about personal interests	Review Reading 2 Preview extended reading
14	2	Unit 6 Human Resource Management Special Use: A Review of Verbs Practical Reading: Performance Appraisal Form	Review Unit 6
15	2	Unit 9 Successful Businessmen Reading 1 Focus on Douglas Ivester, CEO of Coca-Cola Pre-reading & New Words and Expressions& Additional vocabulary & Background Information	Exercise III on page 242 Exercise IV on page 243
15	2	Unit 9 Successful Businessmen Reading 1 Focus on Douglas Ivester, CEO of Coca-Cola Language Points、 Text Explanation and Culture	Exercise V on page 243

		Focus	
16	2	Unit 9 Successful Businessmen Reading 1 Focus on Douglas Ivester, CEO of Coca-Cola Exercises and Post-reading	Review Reading 1
16	2	Unit 9 Successful Businessmen Listening Comprehension Tasks	Review the listening part and Preview Reading 2
17	2	Unit 9 Successful Businessmen Reading 2 Matsushita: The World's Greatest Entrepreneur? Language points and comprehension	Translation on page 250
17	2	Unit 9 Successful Businessmen Reading 2 Matsushita: The World's Greatest Entrepreneur? Exercises Extended Activities: Agreeing and Disagreeing	Review Reading 2 Preview extended reading
18	2	Unit 9 Successful Businessmen Special Use: Describing Character Practical Reading: Case study	Review Unit 9
18	2	Review	Review