

[Advance 1,2] Japanese Career Design

2025, S1S2

Level : Advanced

Skill : Other

Period : 2025/ 04/ 07 - 2025/ 07/ 24

Hour : 10:25 - 12:10 Wednesday

Classroom : Engineering Bldg. 8, Room 132/Engineering Bldg. 2, Room 211

Objectives : To acquire the knowledge and business skills necessary to understand Japanese organizations and get a job.

Prerequisite : Completion of Intermediate 3 course(s), or JLPT N1 equivalent, Master 1st • second year, Doctor second year • 3rd year, Exchange Student, USTEP

Textbook : Original materials

Evaluation : Class activities 15%, Assignments 45%, Presentation 20%, Final exam 20%
 • Course will be completed if all the following requirements have been met; 1) Have attended more than 70% of classes 2) Have completed final exam
 • Letter grades for the entire course will be assigned as follows: A:100-80% B:79-65% C:64-50% F:49-0%
 • Makeup exams for mid-term and final exams can be scheduled ONLY in the one week period after the exam date. Makeup exams will only be worth 80% of the possible score that can be attained through regular exams. No makeups will be offered for other quizzes.

Notes : 1. Credits: 2 (courses may also be taken as noncredit courses) UTAScode: Graduate 3799-951-1, Undergraduate FEN-JL4r50L1 2. A course completion certificate will be given to students who receive a letter grade of C or higher. 3. Course schedules are based on the academic calendar of School of Engineering. 4. Missing more than 30 minutes of each class is considered as an absence. Arriving to class late or leaving class early 3 times will be regarded as one absence. 5. The attendance of the first week will not be counted since it is an orientation week. 6. Class contents and classrooms are subject to change. [Important] Please attend the first class of each registered course to receive an orientation and take a level check test.

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No.	Date	Day	Lesson
1	4/ 9	Wed	Orientation, Self-introductions.
2	4/ 16	Wed	Understanding the process to get jobs
3	4/ 23	Wed	How to write entry sheet 1 * Assignments
4	4/ 30	Wed	Lecture Cancelled
5	5/ 7	Wed	How to write entry sheet 2 * Assignments
6	5/ 14	Wed	How to write entry sheet 3
7	5/ 21	Wed	* Presentation 1 * Mid-term Exam
8	5/ 28	Wed	* Presentation 2 * Mid-term Exam
9	6/ 4	Wed	How to write entry sheet 4 * Assignments
10	6/ 11	Wed	Hearing the advice from your seniors
11	6/ 18	Wed	Interview lesson 1
12	6/ 25	Wed	Interview lesson 2
13	7/ 2	Wed	Interview lesson 3
14	7/ 9	Wed	Pre-Employment Preparation/Business Keigo
15	7/ 16	Wed	Lecture Cancelled
16	7/ 23	Wed	Business Mail/report Final Exam