



**Language Institute  
Thammasat University  
EL 226: English for Import-Export Business  
Course Outline  
Semester 1/2020**

**Pre-requisite:** EL 172 or TU 105

**Course Description:**

This course aims to broaden and enhance student perspectives of the import-export business through development and practice of English language skills related to the field. The course content includes major topics relevant to import-export business including Currency Exchange, International Organizations, Border Trade, Copyright and Intellectual Property, Containerization, and Electronic Commerce as a Growing Worldwide Trend. Students will furthermore increase their proficiency in reading and writing English business documents specific to the import-export business.

**Learning Outcomes:**

In terms of the English language learning, upon successful completion of the course, students will be able to:

1. improve vocabulary and reading skills
2. construct import-export business related writing tasks
3. demonstrate grammatical competency in import-export business communication
4. develop listening skills with in-class listening practices and assignments
5. build on and exhibits professional oral and presentation skills

**Textbook/Teaching Materials:**

*English for Import-Export Business (2<sup>nd</sup> edition)*

by Associate Professor Dr. Sucharat Rimkeeratikul, Thammasat University Press.  
(Available at Thammasat University Bookstore)

**Active Learning Activities:** Lectures, group discussions, pair work, role plays, assignments, group/ individual presentations, and media application

**Course Evaluation:**

- Attendance and Participation	20 points
- Oral Assignments/Presentation	30 points (15 points/each)
▪ Interview (Before midterm exam)	
▪ Group presentation (Before final exam)	
- Quizzes	40 points
- Midterm Examination	50 points
- Final Examination	<u>60</u> points
<b>Total</b>	<b><u>180</u> points</b>

The Final Project is a group assignment to enhance students' team work skills. The content should be relevant to either the import-export business concepts or the English language used in the import-export business. The Oral Presentation is also conducted in group based on the Final Project content.

**Attendance Policy:**

1. Students are required to attend at least 80% of the total class hours. They cannot be absent more than 3 times before the midterm examination and 3 times before the final examination.
2. For each incidence of lateness 1 point will be deducted. For each unexcused absence 2 points will be deducted. Attendance scores can be reduced for lack of participation despite physical presence.

**Plagiarism Policy:**

Students of Thammasat University are required to refrain from any kind of plagiarism, i.e. an act of copying other people's work, such as language, thoughts, or expressions, without crediting the original author(s). Copying any sentences or paragraphs from any sources, e.g. websites, books, etc., and pasting them into students' assignments are thus considered cheating, which will result in a mark of zero for the assignment or even an F grade.

**Instructor, Dates, Times, and Venue:**

Sec/Gr	Day	Time	Room	Instructor
820001	Monday	1:00-3:55 p.m.	LITP 2AB	Assoc. Prof. Dr. Sucharat Rimkeeratikul
900001	Wednesday	1:00-3:55 p.m.	LITP 2CD	Assoc. Prof. Dr. Sucharat Rimkeeratikul

Semester starts: 10 August 2020

Semester ends: 27 November 2020

**Midterm Examination: Wednesday, 30 September 2020 Time: 09.00-11.00 hours**  
(Midterm Week: 27 September - 4 October 2020)

**Final Examination: Friday, 4 December 2020 Time: 09.00-12.00 hours**

Add/Drop period: 17-21 August 2020

Drop "W" period: 27 September-4 October 2020

**Public Holidays:**

\*Wednesday, 12 August 2020 (H.M. Queen Sirikit The Queen Mother's Birthday/Mother's Day)

Friday, 4 September 2020 (Compensation for Songkran Festival Holiday)

\*Monday, 7 September 2020 (Compensation for Songkran Festival Holiday)

Tuesday, 13 October 2020 (H.M. King Bhumibol Adulyadej The Great Memorial Day)

Friday, 23 October 2020 (King Chulalongkorn Memorial Day)

**Tentative Teaching Schedule**  
**EL 226: English for Import-Export Business**  
**Semester 1/2020**

<b>Week</b>	<b>Topic</b>	<b>Activities</b>
1	Course Introduction Unit 1: Part 1 – 4 (10-14 August) Monday 10 August *Wednesday 12 = Holiday	<ul style="list-style-type: none"> <li>• Course Outline is ready for each student</li> <li>• Student Biodata (sheet) (Let student write/read/ public speaking about themselves)</li> <li>• Introduce web-based e-learning* to students</li> </ul>
2	Unit 1: Part 5 – 9 (17-21 August) Monday 17 August Wednesday 19 August	<ul style="list-style-type: none"> <li>• Use the book, let students talk in the Expansion (part 5)</li> <li>• Use the book, PowerPoint (PPT) for Relative Clause (Part 6)</li> <li>• Part 7** : Paragraph Writing (Use web-based e-learning)</li> <li>• Part 8: Listening/Speaking (Use web-based e-learning) (Video-embedded)</li> <li>• Part 9: Incoterms (Use web-based e-learning and Book*** )</li> </ul>
3	Unit 2: Part 1 – 4 (24-28August) Monday 24 August Wednesday 26 August	<ul style="list-style-type: none"> <li>• Part 1: Book and web-based e-learning</li> <li>• Part 2+3: Reading Passage (Book and PPT)</li> <li>• Part 4: Reading Skill (Skimming) (Book and PPT****)</li> </ul>
4	Unit 2: Part 5 – 8 (31 August – 2 September) Monday 31 August Wednesday 2 September	<ul style="list-style-type: none"> <li>• Use the book, let students talk in the Expansion (part 5)</li> <li>• Use the book, PowerPoint (PPT) for Participial Phrase (Part 6)</li> <li>• Part 7* : Paragraph Writing (Use web-based e-learning)</li> <li>• Part 8: Listening/Speaking (Use web-based e-learning) (Video-embedded)</li> </ul>
5	<b>QUIZ I</b> Unit 2: Part 9 (7 -11 September) *Monday 7 September Wednesday 9 September	<p>Quiz: coverage some parts of Unit 1 and 2 as agreed upon in class  Ex: Incoterms/ Grammar/ Vocabulary/ Unseen Passage Reading</p> <ul style="list-style-type: none"> <li>• Part 9: Letters of Credit (L/C) (Use web-based e-learning and Book)</li> </ul>
6	Unit 3: Part 1 – 4 (14-18 September) Monday 14 September Wednesday 16	<ul style="list-style-type: none"> <li>• Part 1: Book and web-based e-learning</li> <li>• Part 2+3: Reading Passage (Book and PPT)</li> </ul>

	September	<ul style="list-style-type: none"> <li>Part 4: Reading Skill (Skimming) (Book and PPT)</li> </ul>
7	Unit 3: Part 5 – 8 <b>&amp; REVIEW</b> (21-25 September) Monday 21 September Wednesday 23 September	<ul style="list-style-type: none"> <li>Use the book, let students talk in the Expansion (part 5)</li> <li>Use the book, PowerPoint (PPT) for Participial Phrase (Part 6)</li> <li>Part 7*: Paragraph Writing (Use web-based e-learning)</li> <li>Part 8: Listening/Speaking (Use web-based e-learning) (Video-embedded)</li> </ul>
8	<b>Midterm Examination</b>	<b>30 September 2020 Time: 09.00-11.00 hours</b>
9	Unit 3: Part 9 (5-9 October) Monday 5 October Wednesday 7 October	<ul style="list-style-type: none"> <li>Part 9: Bill of Exchange(B/E) (Use web-based e-learning and Book)</li> </ul>
10	Unit 4: Part 1 – 4 (12-16 October) Monday 12 October Wednesday 14 October	<ul style="list-style-type: none"> <li>Part 1: Book and web-based e-learning</li> <li>Part 2+3: Reading Passage (Book and PPT)</li> <li>Part 4: Reading Skill (Scanning) (Book and PPT)</li> </ul>
11	Unit 4: Part 5 – 9 (19-23 October) Monday 19 October Wednesday 21 October	<ul style="list-style-type: none"> <li>Use the book, let students talk in the Expansion (part 5)</li> <li>Use the book, PowerPoint (PPT) for Concessive Clauses (Part 6)</li> <li>Part 7*: Paragraph Writing (Use web-based e-learning)</li> <li>Part 8: Listening/Speaking (Use web-based e-learning) (Video-embedded)</li> <li>Part 9: Proforma Invoice (Use web-based e-learning and Book)</li> </ul>
12	<b>QUIZ II</b> Unit 5: Part 1 -4 (26-30 October) Monday 27 October Wednesday 28 October	Quiz: coverage some parts of Unit 3 and 4 as agreed upon in class Ex: L/C, B/E, Proforma Invoice/ Grammar/ Vocabulary/ Unseen Passage Reading <ul style="list-style-type: none"> <li>Part 1: Book and web-based e-learning</li> <li>Part 2+3: Reading Passage (Book and PPT)</li> <li>Part 4: Reading Skill (Transitional Words) (Book and PPT)</li> </ul>

13	Unit 5: Part 5 – 9 (2-6 November) Monday 2 November Wednesday 4 November	<ul style="list-style-type: none"> <li>• Use the book, let students talk in the Expansion (part 5)</li> <li>• Use the book, PowerPoint (PPT) for Concessive Clauses (Part 6)</li> <li>• Part 7*: Paragraph Writing (Use web-based e-learning)</li> <li>• Part 8: Listening/Speaking (Use web-based e-learning) (Video-embedded)</li> <li>• Part 9: Proforma Invoice (Use web-based e-learning and Book)</li> </ul>
14	Unit 6: Part 1 – 3 (9-13 November) Monday 9 November Wednesday 11 November	<ul style="list-style-type: none"> <li>• Part 1: Book and web-based e-learning</li> <li>• Part 2+3: Reading Passage (Book and PPT)</li> </ul>
15+16	<b>Final Project Submission and Oral Presentation</b> (16-20 November) Monday 16 November Wednesday 18 November (23-27 November) Monday 23 November Wednesday 25 November	<ul style="list-style-type: none"> <li>• Students are assigned at the beginning of the semester to collect newspaper articles that have topic relevant to each unit in the book to update the information.</li> <li>• For the project, students compile the articles, for each article make vocabulary list and their meaning plus sentence samples, summarize the article, and on top of that students must analyze the situation and write 2 or 3 sentences as the comments using their analytical minds and Import-Export Business knowledge learned from this class and use English as the medium to express their ideas.</li> </ul>
	<b>Final Examination</b>	<b>4 December 2020 Time: 09.00-12.00 hours</b>

Web-based e-learning\* = e-learning on the website of Thammasat University ([www.tu.ac.th](http://www.tu.ac.th))-  
->TU-Moodle-><http://ocw.tu.ac.th>/-->สถาบันภาษา->EL226 [HTML5]

Part 7\*\* = Paragraph Writing of each unit

If time does not allow teaching into details in class, student is asked to use web-based e-learning to study by themselves outside the class.

Book\*\*\* = Textbook used for the class of EL 226 (English for Import-export Business)  
*English for Import-Export Business (2<sup>nd</sup> Edition)*  
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PPT\*\*\*\* = PowerPoint Presentation (prepared by Sucharat Rimkeeratikul)

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