

職員英語增能專班

職員實用英語會話班

Campus Talk: Effective
Communication on Campus



課程重點



校園常見交流情場

迎接訪客、提供資訊、協助辦理活動等



實用英語表達

掌握關鍵句型與禮貌用語



跨文化溝通

提升國際交流的敏感度與應變能力



互動練習與角色扮演

在輕鬆的氛圍中強化實際應用能力

英語正音班

Pronunciation Workshop



課程重點



提升發音準確度

母音與子音，掌握常見發音問題



增強口語流利度

重音與語調，說出自然的英文



改善聽者理解度

讓你的英文更容易被理解



建立自信

在各種交流情場中從容開口

上課日期

115年11月4日~12月9日，共6週
每週三，晚上6點30分~8點20分

上課地點

國立臺灣大學校總區語文大樓

報名資格

學校全職職員（含計畫專任助理、
校聘人員、研究專員等）

報名連結



職員實用英語會話班

Class Schedule & Weekly Titles

11/4

Welcome to NTU

Topics & Language Functions

Greetings, introductions; names; nationalities; campus life; hosting international guests; introducing NTU departments and buildings **(exchanging information; asking & answering questions)**.

11/11

How can I help you?

Topics & Language Functions

Registration; graduation requirements; course enrollment; double major; dropping courses **(describing processes; explaining procedures)**.

11/18

It's a very exciting place!

Topics & Language Functions

Cities; towns; tourist attractions; food and restaurants **(asking about and describing places; asking for and giving suggestions; giving directions)**.

11/25

It's time to celebrate!

Topics & Language Functions

Holidays; festivals; customs and special events **(introducing festivals and customs; describing holidays and events)**.

12/2

I have complaints!

Topics & Language Functions

Telephone conversations; student complaints; cultural misunderstandings **(making polite requests; handling complaints)**.

12/9

Welcome and Farewell

Topics & Language Functions

Presentations at orientations and graduation ceremonies **(giving announcements; presenting information; delivering opening and closing remarks)**.

英語正音班

Class Schedule & Weekly Topics

Topics	
11/4	Introduction to factors of comprehensibility Most troublesome vowels Phonics basics
11/11	A few more troublesome vowels Most troublesome consonants
11/18	A few more troublesome consonants Syllable stress Troubles with adding -s and -ed
11/25	Phrasing and pausing Linking within phrases
12/2	Emphasis within phrases Voice modulation and punctuation
12/9	Rhythm Non-English words and phrases Expressing phone numbers and addresses; spelling names