



北京理工大学学术学分课程

Beijing Institute of Technology Academic
Credit Courses Program

HUM101- INTRODUCTION TO CHINESE BUSINESS CULTURE

Syllabus

July 1, 2019 – July 19, 2019

Term Duration: July 1, 2019 – July 19, 2019

Credit Points: 4

Instructor Name: TBA

Home Institution: Beijing Institute of Technology

Lecture Hour: 9:00-11:50

Office Hour: TBA

Course Description

This course aims to offer students with basic knowledge and skills of culture concerns about doing business in China. By completion of this course, students are supposed to learn the formation of Chinese business culture under the influence of traditional Chinese culture, and the basic business etiquettes of conducting business in China. The course introduces basic philosophies of traditional Chinese culture and their influence on modern Chinese business. Besides, the course provides a timeline of business in China for students to understand the development of Chinese business culture. Two distinctive features in Chinese business culture - “Guanxi” and “Face” are also elaborated in this course. In the last part, specific business etiquettes are explained such as dining etiquettes and gift giving.

Required Textbook

Materials supplied by the Instructor

Course Hours

The course has 14 class sessions and 1 field trip in total. Each lecture session is 180 minutes in length. The classes are from Monday to Friday.

Prerequisite Course

None

Course Schedule

Week	Day	Date	Chapter	Topic	Assignment/ Notes
Week 1	Mon.	Jul.1, 2019	Chapter 1	Chinese Culture Overview	Team Work: Chinese Culture in your mind.
	Tue.	Jul.2, 2019	Chapter 2	General Introduction to Traditional Chinese Culture 1	Group Discuss: Traditional Chinese Culture
	Wed.	Jul.3, 2019	Chapter 3	General Introduction to Traditional Chinese Culture 2	Group Discuss: Traditional Chinese Culture
	Thu.	Jul.4, 2019	Chapter 4	Traditional Chinese Culture 3	Class Quiz
	Fri.	Jul.5, 2019	Chapter5	Ancient History of Business in China	Case Study
Week 2	Mon.	Jul.8, 2019	Chapter 6	Modern History of Business in China	Case Study
	Tue.	Jul.9, 2019	Chapter 7	Modern Chinese Business Culture Overview	Group Discuss: Modern Chinese Business Culture
	Wed.	Jul.10, 2019	Chapter 8	Presentation	Teamwork
	Thu.	Jul.11, 2019	Chapter 9	The Impact of Traditional Culture on Chinese Business Culture	Traditional Culture and Chinese Business Culture
	Fri.	Jul.12, 2019		Field trip at fortune 500 company	Case study
Week 3	Mon.	Jul.15, 2019	Chapter 10	The Impact of Globalization on Chinese Business Culture	Globalization and Chinese Business Culture
	Tue.	Jul.16, 2019	Chapter 11	“Guanxi” in Chinese Business Culture	Case Study
	Wed.	Jul.17, 2019	Chapter 12	“Face” in Chinese Business Culture	Teamwork
	Thu.	Jul.18, 2019	Guided Revision	Review	Guided Revision
	Fri.	Jul.19, 2019	Final Exam		

Grading Policy

Method	Percentage
Class Participation	10%
Class Quiz	20%
Presentation	20%
Final Exam	50%
Total	100%

Academic Honesty

Academic honesty is not only a fundamental part of learning and teaching, but also a core value that this course embraces. Behaviors of academic dishonesty, as outlined hereinafter, are unacceptable and will be penalized:

- a) Plagiarism where students present work for assessment, publication or otherwise that is not their own, without appropriate attribution or reference to the original source. Plagiarism can include:
 - i) paraphrasing or copying published and unpublished work without a reference;
 - ii) adopting the ideas or concepts of others, including the structure of an existing analysis without due acknowledgement by way of reference to the original work or source.
- b) Collusion, where students present work as independent work when it has in fact been produced in whole or in part with others unless prior permission for joint or collaborative work has been given by the Course Coordinator. Collusion can include:
 - i) a student inappropriately assisting with or accepting assistance with the production of an assessment task;
 - ii) submitting work which is the same or substantially similar as another student's work for the same assessment task.
- c) Cheating, where a student acts in such a way as to seek to gain unfair advantage or assist another student to do so. Cheating can include:
 - i) submitting falsified, copied or improperly obtained data relating to results of practicum, field trips or other work as if they were genuine; submitting an assessment task with the intention of deceiving or misleading the instructor about the student's contribution to the work;
 - ii) submitting an assessment task written or answered for the student by another person or which the student has copied from another person;
 - iii) submitting the same or a substantially similar piece of work for assessment in two different courses (except in accordance with approved study and assessment schemes);
 - iv) a student falsely indicating that they have been present at an activity where attendance is required;
 - v) completing an assessment task outside the conditions specified for that task.
- d) Cheating in Examinations means engaging in dishonest practice or breaching the rules regarding examinations, which can include:

- i) communicating in any way during an examination with any person who is not an examination supervisor inside or outside the examination venue;
- ii) giving or accepting assistance from any person who is not an examination supervisor whilst in the examination venue;
- iii) reading, copying from or otherwise using another student's work in an examination or knowingly allowing a student to do so;
- iv) possessing, referring to or having access to any material or device containing information directly or indirectly related to the subject matter under examination, other than that explicitly approved by the Course Coordinator;
- v) acquiring, or attempting to acquire, possess or distribute examination materials or information without approval;
- vi) permitting another person to attend an examination on a student's behalf or attending an examination on behalf of another student;
- e) Other dishonest acts including but not limited to:
 - i) altering or falsifying any document or record for the purposes of gaining academic advantage;
 - ii) offering or giving money or any item or service to a University staff member or any other person to gain academic advantage for the student or another person;
 - iii) inventing references.