

**Assumption University**  
**Theodore Maria School of Arts**  
**Department of Business Chinese**  
**Course Outline 1/2026**

**Course No.** : CN 3450 Introduction to Chinese Writing

**Credit** : 3

**Status** : Major Requirement

**Prerequisite** : CN 2402 Chinese III

**Lecturers** : A. Fang Wang ( **Office: SM341**)  
**fangwang@au.edu**

**Course Description** : Practice of writing different kinds of sentences including simple, compound and complex sentences, book reports, summaries, diaries, letters and essays in the given topic.

**Course Objectives:** This course aims to enable students to:

1. understand different forms of writing.
2. learn how to use punctuation, words, idioms, expressions and sentences structure.
3. read and write summary in the given topics.

**Course Learning Outcomes:** After completing this course, students will be able to:

1. write different writing forms in Chinese correctly.
2. use punctuation, words, idioms, expressions and sentences structure correctly.
3. develop analytical skills through reading comprehension and summarizing.

**Textbook:** Selections from different books and material from internet.

**Teaching-Learning Activities:**

1. Lecture
2. Group discussions
3. Assignments
4. Reading 2 library books and submitting 2 reports

**Course Requirement:** 80% Attendance (Maximum absence = 6 times)

**Mark allocation:**

Assignments	10 %
Class Participation	10 %
Quizzes (4)	20 %
Mid-Term Exam.	25 %
Final Exam.	35 %
Total	100 %

**Evaluation:**

A	85-100%	C+	67-69%
A-	82-84%	C	60-66%
B+	79-81%	C-	57-59%
B	73-78%	D	50-56%
B-	70-72%	F	0-49%

**Study Plan and Schedule (1/2026)**

Week	
1	<ol style="list-style-type: none"> <li>1. Distribution &amp; explanation of course outline and Vision &amp; mission of Faculty of Arts. Learn the Punctuation and basic writing patterns.</li> <li>2. Practicing put correct Punctuation in essays.</li> </ol>
2	<ol style="list-style-type: none"> <li>1. Introduce the narrative writing skills.</li> <li>2. Practicing writing narrative essay.</li> </ol>
3	<ol style="list-style-type: none"> <li>1. Learn six elements of narrative essay.</li> <li>2. Practicing writing outline and summary. <b>Quiz 1</b></li> </ol>

4	<ol style="list-style-type: none"> <li>1. How to start and end an essay on topic given.</li> <li>2. Practicing writing the beginning and ending of an essay.</li> </ol>
5	<ol style="list-style-type: none"> <li>1. Comment and modify an essay.</li> <li>2. Generalize the modification skills.</li> </ol>
6	<ol style="list-style-type: none"> <li>1. Human Narrative writing skills about writing persons.</li> <li>2. Practicing writing topic given.</li> </ol>
7	<ol style="list-style-type: none"> <li>1. Chronicle narrative writing skills.</li> <li>2. Practicing writing topic given. <b>Quiz 2</b></li> </ol>
8	<ol style="list-style-type: none"> <li>1. Expository essay writing skills.</li> <li>2. Expository essay examples.</li> <li>3. Review</li> </ol>

**Mid-Term Examination (on Tuesday August 4, 2026, 15:00-17:00)**

9	<ol style="list-style-type: none"> <li>1. Expository essay 1.</li> <li>2. Practicing writing expository essay.</li> </ol>
10	<ol style="list-style-type: none"> <li>1. Expository essay 2.</li> <li>2. Practicing writing expository essay.</li> </ol>
11	<ol style="list-style-type: none"> <li>1. Expository essay 3.</li> <li>2. Practicing writing expository essay. <b>Quiz 3</b></li> </ol>
12	<ol style="list-style-type: none"> <li>1. Argumentative essay.</li> <li>2. Practicing list out argumentative essay elements</li> </ol>
13	<ol style="list-style-type: none"> <li>1. Argumentative essay 1.</li> <li>2. Practicing writing argumentative essay on topic given 1.</li> </ol>
14	<ol style="list-style-type: none"> <li>1. Argumentative essay 2.</li> <li>2. Practicing writing argumentative essay on topic given 2. <b>Quiz 4</b></li> </ol>
15	<ol style="list-style-type: none"> <li>1. Argumentative essay 3.</li> <li>2. Practicing writing argumentative essay on topic given 3.</li> <li>3. Review</li> </ol>

**Final Examination (on Friday October 2, 2026, 09:00-12:00)**

**September 18, 2026:** Last day to withdraw with “W” (withdrawing after this date will be given “WF”)

**\* The students will not be admitted to the quizzes, mid-term exam, and final exam later than 10 minutes after quizzes and exam start.**

**\* The proper uniform is required for class attendance.**

**1.1 Morals and Ethics to be developed in this course:**

- (1) Have self-discipline, self and social responsibility in accordance with organizational and social rules.**

**Au VISION 2000**

Assumption University of Thailand envisions itself as:

- an international community of scholars,
- enlivened by Christian inspiration,
- engaged in the pursuit of Truth and Knowledge,
- serving human society, especially through the creative use of interdisciplinary approaches and cyber technology.

**ENVISIONING Au GRADUATES**

Assumption University of Thailand envisions its graduates as:

- healthy and open-minded persons, characterized by personal integrity, an independent mind, and positive thinking,
- professionally competent, willing to exercise responsible leadership for economic progress in a just society,
- able to communicate effectively with people from other nations and to participate in globalization.

**AU MISSION**

Assumption University, an International Catholic University, is committed to be the light that leads learners and its stakeholders from all parts of the world towards wisdom, Truth, and Christian values and to discover “Treasure Within” themselves. Via effective teaching and research pedagogies of international standards as well as community engagement, the University aims to form individuals to be intellectually competent, morally sound, and spiritually enriching, accountable, righteous, and service-minded citizens; excelling in serving communities comprising of diverse cultures.

**Au UNIQUENESS**

“An International Catholic University”

**Au IDENTITY**

- Ethics
- English Proficiency
- Entrepreneurial Spirit

**THEODORE MARIA SCHOOL OF ARTS**

([www.arts.au.edu](http://www.arts.au.edu))

**VISION AND MISSION**

**Vision**

An international community of business communicators in Thailand

## **Mission**

Theodore Maria School of Arts will ensure that: the School will...

1. Enhance business language skills
2. Promote cultural awareness
3. Foster academic networking
4. Encourage ethical standards and practices

## **TAGLINE**

เติมเต็มศิลปภาษา พัฒนาศาสตร์ธุรกิจ

**Language Education, Business Inspiration**

## **ARTS ORGANIZATIONAL CULTURE: More than faculty, we are family**

- Open communication
- Mentoring system
- Dedication
- Caring
- Teamwork
- Commitment
- Resource sharing

## **Core Values**

A = Adaptability

R = Responsibility

T = Togetherness

S = Sustainability

## **Core Competencies**

Employability

Multiculturalism

Internationalization

## **Quality Assurance Process**

Students should understand and apply the Quality Assurance Process in their study. The Plan-Do-Check-Act Cycle (PDCA) provides an easy but effective approach for problem solving and managing

change, ensuring that ideas are appropriately tested before the full implementation. It can be used in all sorts of situations and can be clarified as follows:

**Plan:** Define the current problem, process, and issue and establish objectives and processes required to deliver the desired results.

**Do:** Implement the plans and new processes developed.

**Check:** Monitor and evaluate the implemented process by testing the results against the predetermined objectives.

**Act:** Apply actions necessary for improvement if the results require changes.

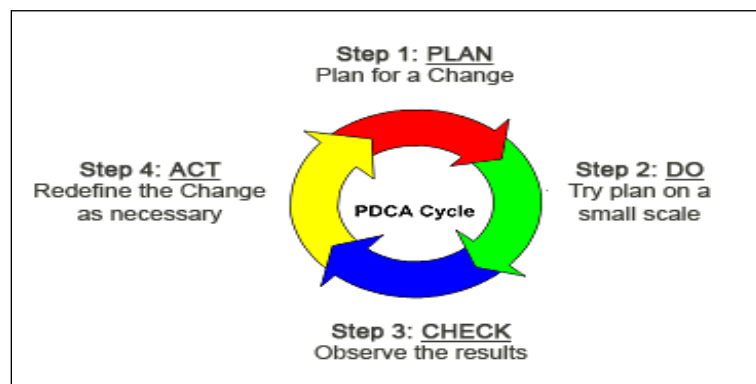


Figure 1: PDCA Cycle (<http://www.swopehealth.org>)

## Plagiarism

Plagiarism is a serious academic offence, a serious breach of ethical conduct and is unacceptable student behavior. Students who plagiarize copying words or ideas without acknowledging the original writer of the words or ideas, will face disciplinary action. This will range from receiving an “F” in the subject to university suspension.