Assumption University
Theodore Maria School of Arts
Department of Business Chinese
Course Outline 2/2026

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. practice writing from authentic content related to international business language contexts.
2. use punctuation, words, idioms, expressions and sentences structure correctly.
3. apply the business skills and writing skills in writing different forms on the given topic.
4. analyze texts and apply critical thinking skills in summarizing texts in the given topic.

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

1. engage in independent and lifelong learning in international business language contexts. PLO3
2. use punctuation, words, idioms, expressions and sentences structure in the given topic correctly. PLO4
3. apply business language skills in writing different forms on the given topic correctly. PLO4
4. summarize written texts in the given topic. PLO4

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 (2/2026)

Week	
1	1. Distribution & explanation of course outline and Vision & mission of Faculty of Arts. Learn the Punctuation and basic writing patterns. 2. Practicing put correct Punctuation in essays.
2	1. Introduce the narrative writing skills. 2. Practicing writing narrative essay.

3	1. Learn six elements of narrative essay. 2. Practicing writing outline and summary. Quiz 1
4	1. How to start and end an essay on topic given. 2. Practicing writing the beginning and ending of an essay.
5	1. Comment and modify an essay. 2. Generalize the modification skills.
6	1. Human Narrative writing skills about writing persons. 2. Practicing writing topic given.
7	1. Chronicle narrative writing skills. 2. Practicing writing topic given. Quiz 2
8	1. Expository essay writing skills. 2. Expository essay examples. 3. Review

Mid-Term Examination （on Wednesday January 6, 2027, 15:00-17:00）

9	1. Expository essay 1. 2. Practicing writing expository essay.
10	1. Expository essay 2. 2. Practicing writing expository essay.
11	1. Expository essay 3. 2. Practicing writing expository essay. Quiz 3
12	1. Argumentative essay. 2. Practicing list out argumentative essay elements
13	1. Argumentative essay 1. 2. Practicing writing argumentative essay on topic given 1.
14	1. Argumentative essay 2. 2. Practicing writing argumentative essay on topic given 2. Quiz 4
15	1. Argumentative essay 3. 2. Practicing writing argumentative essay on topic given 3. 3. Review

Final Examination （on Monday March 8, 2027, 09:00-12:00）

February 19, 2027: 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)

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

เติมเต็มศิลป์ภาษา 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.

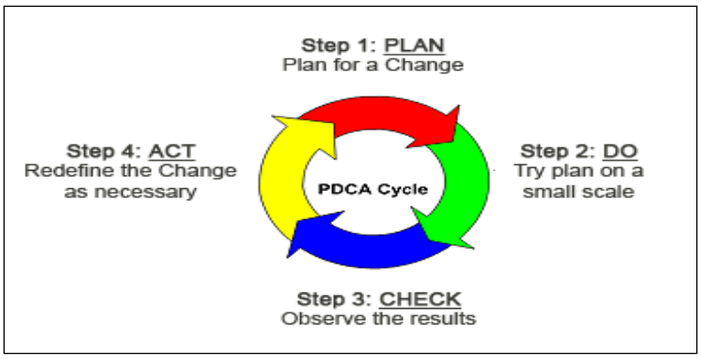


Figure 1: PDCA Cycle (http://www.swopehealth.org)

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.