

# BUSINESS JAPANESE

International Student Employment Promotion Program  
implemented by the Ministry of Education, Culture, Sports, Science and Technology  
(MEXT)

In this course, you will learn about Japanese language, cultural knowledge, manners, skills, etc. that are required in business situations.

This is a valuable opportunity to learn from experts in each field about carefully selected topics. It also includes exam preparation for the "BJT Business Japanese Proficiency Test" (Japan Kanji Aptitude Testing Foundation), which will be a great help in job hunting for international students. If you plan to take the BJT exam, this course will be of great use to you.

You can freely choose a lecture you are interested in from all 20 lectures. Do not miss this opportunity to deepen your understanding of business Japanese and culture and use it for your future career development.

## Toyo university 2021 Spring Business Japanese Special Course

Learn Business Japanese and skills from experts in various fields

### Overview

**Period** From February 1st (Monday) to February 10th(Wednesday)

**Format** Online, organized over Webex

**Target** International students or employees who have passed JLPT N2 or above.  
\* Non Toyo University student can also take this course.  
\* Participation from abroad is highly welcomed.

**Capacity** 1,000 participants per lecture (first-come-first-served basis)

**Fee** Free

**Application Period** From January 8th (Friday) to January 27th (Wednesday)

**Application** Please register your e-mail address below. The registration page will be sent to the email address you have registered.  
([https://www.tugs.co.jp/businessjapanese\\_temporary/](https://www.tugs.co.jp/businessjapanese_temporary/))



- All courses will be conducted in Japanese only.
- No show without notice may lead to ban on further participation.
- You can freely choose if you wish attend to one or multiple lectures.
- From January 8th (Friday) to January 27th (Wednesday)

Toyo University  
Career Development Office

✉ ml-biznihongo@toyo.jp



東洋大学

# Schedule

You can choose between 20 free lectures, delivered by distinguished experts in the respective fields.

Lectures on	No.	Time (JST)	Topics	Lectures address either "Theory" or "Practice"	Lectures	Lecturer; Institution
Mon. Feb 1	1	13:00 - 14:30	Communication	Theory	Efficient Japanese Communication	Noriko YAMADA The Japan Kanji Aptitude Testing Foundation (Head of Division)
	2	14::40 - 16:10		Practice	Business Japanese and the Communicative Approach	Yusuke TANAKA Toyo University Center for Global Education and Exchange (Associate Professor)
Tue. Feb 2	3	13:00 - 14:30	Career	Theory	Finding a Job and Building a Career in Japan	Yoshiyuki SUGANO Nikkei HR, Co. (Executive Officer and Head of Sales Division)
	4	14::40 - 16:10		Practice	What is BJT and How to Prepare for It	Yusuke TANAKA Toyo University Center for Global Education and Exchange (Associate Professor)
Wed. Feb 3	5	13:00 - 14:30	Grammar	Theory	Better Communication Skills through Grammar Acquisition	Xiuyin CHEN Toyo University Center for Global Education and Exchange (Lecturer)
	6	14::40 - 16:10		Practice	A Practical Exercise in Business Japanese Grammar	Ryuta USHIKUBO Toyo University Center for Global Education and Exchange (Associate Professor)
Thu. Feb 4	7	13:00 - 14:30	Vocabulary	Theory	Difficulties in Vocabulary Acquisition and How to Overcome Them	Xiuyin CHEN Toyo University Center for Global Education and Exchange (Lecturer)
	8	14::40 - 16:10		Practice	A Practical Exercise in Business Japanese Vocabulary	Yusuke TANAKA Toyo University Center for Global Education and Exchange (Associate Professor)
Fri. Feb 5	9	13:00 - 14:30	Expressions	Theory	Honorifics in Business Japanese	Naoko MAEDA Gakushuin University (Professor)
	10	14::40 - 16:10		Practice	A Practical Exercise in Business Japanese Expressions	Xiuyin CHEN Toyo University Center for Global Education and Exchange (Lecturer)
Sat. Feb 6	11	13:00 - 14:30	Culture	Theory	Japanese Business Etiquette	Shoko TOYAMA MCS Ltd. (CEO)
	12	14::40 - 16:10		Practice	A Practical Exercise in Japanese Business Culture	Yusuke TANAKA Toyo University Center for Global Education and Exchange (Associate Professor)
Sun. Feb 7	13	13:00 - 14:30	Writing	Theory	Business Japanese Writing Skills	Junko OKUDA Communica Institute (Principal)
	14	14::40 - 16:10		Practice	A Practical Exercise in Japanese Business Writing for Highly Advanced Learners	Ryuta USHIKUBO Toyo University Center for Global Education and Exchange (Associate Professor)
Mon. Feb. 8	15	13:00 - 14:30	Listening Comprehension	Theory	Business Japanese Listening Comprehension	Keiko HORII Musashino University (Honorary Professor)
	16	14::40 - 16:10		Practice	A Practical Exercise in BJT Listening Tasks	Xiuyin CHEN Toyo University Center for Global Education and Exchange (Lecturer)
Tue. Feb 9	17	13:00 - 14:30	Reading Comprehension	Theory	Business Japanese Reading Comprehension	Ryuta USHIKUBO Toyo University Center for Global Education and Exchange (Associate Professor)
	18	14::40 - 16:10		Practice	A Practical Exercise in BJT Reading Tasks	Yusuke TANAKA Toyo University Center for Global Education and Exchange (Associate Professor)
Wed. Feb 10	19	13:00 - 14:30	J1•J1+	Theory	Translation, Interpreting and Business Japanese	Anton ANDREEV Toyo University Center for Global Education and Exchange (Lecturer)
	20	14::40 - 16:10		Practice	General BJT Advice; Preparation Resources and Tools	Yusuke TANAKA Toyo University Center for Global Education and Exchange (Associate Professor)

\*Please note that some classes are the same as the 2020 Summer Business Japanese Point Course, so please be careful when applying.

## 【Application】

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## 【Contact Us】

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