

南開科技大學 109學年度 企業管理系 進修部四技 課程總表

Nankai University of Technology Course Catalog for the 110th Academic Year,College of Management, Department of Business Adminstration, Continuing Education Division, Four-Year Program

類別 class	一年級(109) First Year					二年級(110) Second Year					三年級(111) Third Year					四年級(112) Fourth Year				
	科目 Subjects	一上 AY(1) Fall		一下 AY(1) Spring		科目 Subjects	二上 AY(2) Fall		二下 AY(2) Spring		科目 Subjects	三上 AY(3) Fall		三下 AY(3) Spring		科目 Subjects	四上 AY(4) Fall		四下 AY(4) Spring	
		學分 Credits	時數 Credit Hours	學分 Credits	時數 Credit Hours		學分 Credits	時數 Credit Hours	學分 Credits	時數 Credit Hours		學分 Credits	時數 Credit Hours	學分 Credits	時數 Credit Hours		學分 Credits	時數 Credit Hours	學分 Credits	時數 Credit Hours
基本能力課程 Core Capabilities Courses	中國文學欣賞與習作(一)(二) Appreciation and Practice of Chinese Literature (1) (2)	2	2	2	2															
	英文(一)(二) English (1) (2)	2	2	2	2															
	體育(一)(二) Physical Education (1) (2)	2	2	2	2															
	小計 Subtotal Credits	6	6	6	6															
分類通識 General Education Requirements						社會關懷 Social Concerns	2	2			國際視野 International Perspective	2	2							
						禮節與倫理 Etiquette and Ethics	2	2			資訊科技 Information Technology	2	2							
						人文素養 Humanities Literacy			2	2										
						身心健康 Physical and Mental Health			2	2										
						小計 Subtotal Credits	4	4	4	4	小計 Subtotal Credits	4	4							
專業通識 Specialized General Education	福祉科技與服務管理專論 Specialized Topics on Gerontechnology and Service Management			2	2						專利與智慧財產權 Patent and Intellectual Property Right			2	2					
											創業與財務規劃 Entrepreneurship and Financial Planning			2	2					
	小計 Subtotal Credits			2	2						小計 Subtotal Credits			4	4					
院必修 College Compulsory Courses	管理學 Management Studies	3	3																	
	觀光休閒概論 Introduction to Tourism and Leisure	3	3																	
	產業經營概論 Introduction to Industrial Management			3	3															
	小計 Subtotal Credits	6	6	3	3															
專業必修 Departmental Required Courses	經濟學 Economics			3	3	統計學 Statistics	3	3			資料庫管理系統 Database Management System			3	3					
						會計學 Accounting	3	3			管理會計 Management Accounting	3	3							
						管理作業研究 Operations Research	3	3			實務專題研究方法 The Practice of Business Research Methods	3	3							
						人力資源管理 Human Resource Management			3	3	生產與作業管理 Production & Operation Management	3	3							
						行銷管理 Marketing Management			3	3	創新管理 Innovation Management			3	3					
						財務管理 Financial Management			3	3	企業經營管理 Management Case Study			2	2					
						商業套裝軟體 Business Software			3	3	企業管理個案研討 Strategic Management			2	2					
	小計 Subtotal Credits			3	3	小計 Subtotal Credits	9	9	12	12	小計 Subtotal Credits	9	9	10	10					
	計算機概論 Introduction to Computer Science	3	3			民法 Civil Law	3	3			商業網路應用 Business Network Applications	3	3			實務專題(二) Practice Topics(I)	2	3		
	管理數學 Management Mathematics			2	2	資訊技術專業證照(一) MOS (Microsoft Office Specialist) Expert Certification (1)	3	3			組織理論與管理 Organization Theory and Management	3	3			策略行銷 Strategic Marketing Management	3	3		
	創意管理 Creative Management	3	3			照顧服務管理概論 Introduction to Care Services Management	3	3			顧客關係管理 Customer Relationship Management	3	3			零售業管理 Retailing Management	3	3		
	創意行銷 Creative Marketing			3	3	銷售話術 Skill of speech of sales	3	3			服務創新管理專題 Management of Service Innovation	3	3			績效管理 Performance Management	3	3		
	電商概論 Introduction of E-Commerce			3	3	客服及客訴管理 Customer Service and Complaints Management	3	3			管理專業證照(一) Management Professional Certification-I	3	3			勞資關係 Labor-Management Relations	3	3		
						商品開發及管理 Merchandise development and management			3	3	活動企劃與管理 Event planning and management	3	3			證券投資實務 Securities markets	3	3		
						商事法 Commercial Law			3	3	暑期實習 Summer Practice	2	0			學期實習(一) Semester Internship (1)	9	0		

專業選修					統計軟體應用 Statistical Software Applications			3	3	網路行銷 Internet Marketing			3	3	微型創業電商平台實務 e-commerce platform of Micro-entreprise	3	3			
					資訊技術專業證照(二) MOS (Microsoft Office Specialist) Expert Certification (2)			3	3	投資學 Investment			3	3	大數據分析與應用 Big Data Analytics and Applications	3	3			
					職場關係管理 Workplace Relationship Management			2	2	實務專題(一) Practice Topics(I)			2	3	企業資源規劃 Enterprise Resource Planning			3	3	
					簡報技巧實務 Presentation skills			2	2	行銷企劃實務 Pratice of Marketing Planning			3	3	行銷個案研討 Cases Study for Marketing			3	3	
										財務報表與分析 Financial Statements Analysis			3	3	產業競爭分析 Industry Competitive Analysis			3	3	
										品牌與廣告管理 Brand and Advertising Management			3	3	人力資源個案研討 Human Resource Case Study			3	3	
										管理專業證照(二) Management Professional Certification-2			3	3	創業管理 Entrepreneurial Management			3	3	
										導覽解說實務 Guided tour explanation practice			3	3	領導學 Theory and Practice of Leadership			3	3	
										微型企業經營實務 Micro-enterprise management practices			3	3	投資理財規劃 Investment and Personal Financial Planning			3	3	
															學期實習(二) Semester Internship (2)			9	0	
															微型創業個案研討 Case study of Miniature undertaking			3	3	
	小計 Subtotal Credits	6	6	8	8	小計 Subtotal Credits	15	15	16	16	小計 Subtotal Credits	20	18	26	27	小計 Subtotal Credits	32	24	33	24
其他選修					運動(項目) Physical Education (Item)	2	2	2	2											
					實用英語(一)(二) Practical English (1)(2)	2	2	2	2											
					實用日語(一)(二) Practical Japanese (1)(2)	2	2	2	2											
					小計 Subtotal Credits	6	6	6	6											
	合計 Total Credits	18	18	22	22	合計 Total Credits	34	34	38	38	合計 Total Credits	33	31	40	41	合計 Total Credits	32	24	33	24

附註：

1.本表109學年度進修部入學新生適用。

1.This curriculum is applicable to students of Daytime Division of the four-year technical program admitted for the academic year 2020.

2.最低畢業總學分為128學分，其中基本能力課程必修12學分、分類通識課程必修12學分、專業通識必修6學分、院共同必修9~10學分、專業必修40~50學分，其餘38~49學分為選修學分，承認外系選修學分數不得超過畢業學分的1/8（不含學校跨領域學程或模組課程學分）。

2.The minimum credits for graduation is 128, This includes 24 credits courses required by the university and general education courses, 6 credits for compulsory specialized general education, 9~10 credits for college common required courses, and 40~50 department required courses, and the remaining 38~49 credits are elective credits (including college common electives), and the recognized credits for courses taken in other departments must not exceed 1/8 of the graduation credits (excluding credits for inter-disciplinary programs or module courses offered by the university).

3.可至外系修讀相關課程，選讀外系課程需經本系主任與修讀外系課程主任同意。

3.Taking related courses offered by other departments is subject to approval by the department chair and the chairs of departments whose courses are selected.

4.跨系學程證明之核發依本校學程設置辦法規定辦理。

4.Certificate of inter-disciplinary program completion will be validated abiding by regulations of the NKUT Program Establishment Guidelines.

5.校外實習類課程(暑期實習、產業實習、學期實習、海外實習及其他校外實習型態)詳見本校學生校外實習辦法。校外實習類課程總學分數至多採認18學分為畢業學分，超過18學分時，其超過部分不認為畢業學分。

5.Off-Campus Internship-Related Courses (Summer Internship, Enterprise Internship, Semester-Based Internship, Overseas Internship, and other off-campus internship types) will be counted as 18 graduation credits. The excess will not be recognized.

6.學生選修運動(項目)為其他選修的學分數，系科最多採計2學分為畢業學分。

6.Students who choose to take sports (specific items) course as other elective credits can count a maximum of 2 credits for graduation in their department.

7.本表業經系課程委員會(109.04.08)、學院課程委員會(109.04.13)、校課程委員會 (109.04.16)審議通過。

7.This curriculum list has been reviewed and approved by the Department Curriculum Committee (2020.04.08), College Curriculum Committee (2020.04.13), and University Curriculum Committee (2020.04.16).