Macao Polytechnic Institute

School of Business

Bachelor of Accounting / E-Commerce / Management / Business Administration in Marketing

Module Outline

Academic Year 2020 / 2021 Semester 1

Learning Module	Portuguese I			Class Code	PORT1101-114/115/ 116/318	
Pre-requisite(s)	Nil					
Medium of Instruction	Portuguese			Credit	3	
Lecture Hours	45 hrs	Lab/Practice Hours	0 hrs	Total Hours	45hrs	
Instructor	Lin Manlin			E-mail	manlinlin@ipm.edu.mo	
Office	Room A303, Chi Un Building, Main Campus			Telephone	85996589	

Description

The objective of this course is to provide the students with a basic understanding of the Portuguese language structure and to enhance their social skills and understanding across boundaries. Activities such as dialogue building, pair and group work or role-play will enable the students to develop their listening, reading, speaking and writing skills. Students will be faced with a simple but large variety of situations in order to develop their communicative competence.

Learning Outcomes

After completing the learning module, students will be able to:

1. Express their opinion about simple matters
2. Describe their daily routine
3. Talk about their favourite hobbies
4. Interact actively in simple dialogues (shopping, weather…)

Content

Description	Duration
1. Como se chama? 1.1. Cumprimentar, apresentar-se, apresentar alguém e despedir-se 1.2. Verbos *estudar*, *ser* 1.3. Artigos definidos (*o, a, os, as*) e indefinidos (*um, uma, uns, umas*) 1.4. Singular e plural 1.5. Perguntar a morada e a origem 1.6. Manifestar interesse e surpresa 1.7. Numerais 1.8. Preposições *de* e *em*	9 hours
2. Qual é o teu e-mail? 2.1. Pedir informações sobre dados pessoais 2.2. Confirmar/reforçar a compreensão 2.3. Pedir para identificar outra pessoa 2.4. Expressar gostos e preferências 2.5. Alfabeto 2.6. Interrogativos 2.7. *Estar a* + verbo no infinitivo 2.8. Concordância de nomes e adjectivos 2.9. Expressar gratidão, obrigação/ necessidade e pressa 2.10. Verbos *escrever, ter, partir* 2.11. Idade	9 hours
3. Onde fica a cantina? 3.1. Fazer um convite 3.2. Expressar e perguntar sobre gostos 3.3. Expressar desagrado, preferência, satisfação e concordância 3.4. Identificar objectos 3.5. Verbos *querer* e *preferir* 3.6. Expressar incerteza/ probabilidade e cortesia 3.7. Desfazer equívocos/ corrigir-se 3.8. Concordância de nomes e adjectivos 3.9. Demonstrativos invariáveis	9 hours

4. **Que horas são?**	
4.1. Pedir informação sobre horas e data	
4.2. Dizer as horas	
4.3. Dias da semana	9 hours
4.4. Preposições de tempo (*à, às, ao, de*)	
4.5. Verbos *ir, ver, ler, poder* e *fazer*	
4.6. *Costumar* + infinitive	
Midterm test	1.5 hours
Oral test	1.5 hours
Revisões para o exame final	3 hours
Final Examination	3 hours
Total:	**45 hours**

Teaching Method

This course is delivered through a series of lectures which provide a detailed description of all the topics. A communicative approach (such as in-class dialogue) is employed to engage students to practice their oral skills in Portuguese.

Assessment

This learning module is graded on a 100 point scale, with 100 being the highest possible score and 50 being the passing score.

	Item	Description	Percentage
1.	Participation	active participation in lectures, oral practices, and various in-class tasks	20%
2.	Midterm Test	1.5-hour test aiming to evaluate students' comprehensive understanding and application of the language taught	20%
3.	Oral Test	oral test aiming to evaluate students' oral performance	20%
4.	Final Examination	3-hour examination aiming to evaluate students' comprehensive understanding and application of the language taught	40%
		Total Percentage:	**100 %**

Plagiarism policy

When a student submits an assignment, s/he has a duty to ensure that her/his assignment has been checked by Turnitin software, and the similarity score given by Turnitin cannot be higher than 30%. However, a special case can be determined by the instructor.

Attendance

Attendance requirements are governed by the "Academic Regulations Governing Bachelor's Degree Programmes of Macao Polytechnic Institute". ***Students must attend at least 70% of their classes.*** Those who do not meet the attendance requirements for the course will not be permitted to sit the final and re-sit examination and shall be awarded an 'F' grade.

Teaching Material(s)

Required Textbook

Português Global I (2011), by Carla Oliveira & Luísa Coelho, Instituto Politécnico de Macau.

* The textbook is available for sale at the bookshop on campus.

Alignment of Programme Intended Learning Outcomes (PILOs) and Course Intended Learning Outcomes (CILOs):

Bachelor of Accounting

PILOs		CILOs				
		1	2	3	4	5
1.	Integrate the contemporary theories, principles of accounting and business disciplines relevant to general business practice.					
2.	Assess general business scenarios with mathematical and statistical skills.					
3.	Apply critical thinking and logical analysis skills and techniques to solve business problems.	✓	✓	✓	✓	✓
4.	Interpret and analyze accounting information for internal control, planning, performance evaluation, and coordination to continuously improve business process.					
5.	Apply accounting or business software for business analysis.					
6.	Develop queries to assess management information from database to improve efficiency and effectiveness.					
7.	Synthesize the latest requirement of international accounting and auditing standards in preparing financial statements and auditing reports.					
8.	Utilize appropriate written and spoken forms to communicate effectively with stakeholders in various cultural environments.	✓	✓	✓	✓	✓
9.	Recommend an appropriate course of action by ethically examining the economic, environmental, political, legal and regulatory contexts of global business practice.					
10.	Utilize the latest empirical findings and academic studies to support the recommendation of business projects.					

Bachelor of E-Commerce

		CILOs				
	PILOs	**1**	**2**	**3**	**4**	**5**
1.	Demonstrate an understanding of the business processes and operations and the skillful realization of information technologies required to practice electronic commerce;					
2.	Apply knowledge in business, mathematics, programming, computing, web development, and database to address complex problems in the context of electronic commerce;					
3.	Analyze critically the effect of web technology use on organizational performance and develop electronic commerce strategies that fit organizational objectives;					
4.	Select and apply tools and technologies to effectively implement electronic commerce systems in business intelligence, enterprise resources planning, supply chain management, and customer relationship management;					
5.	Develop relationships, motivate others, manage conflicts, lead changes, and work across differences in multi-disciplinary electronic commerce projects;					
6.	Communicate and work effectively using written and spoken word, non-verbal language, and electronic tools with fellow professionals and different stakeholders in the electronic commerce industry;	✓	✓	✓	✓	✓
7.	Demonstrate a global electronic commerce perspective as evidenced by an understanding of foreign languages and the role of Macau as an interface between the East and the West;	✓	✓	✓	✓	✓
8.	Cope with and manage contemporary advancement related to electronic commerce development and demonstrate lifelong learning attitudes and abilities;					
9.	Conduct research and devise innovative electronic commerce models to exploit business opportunities; and					
10.	Reflect on professional responsibilities and keep up with the latest electronic commerce issues on legal, environmental, ethical, and societal considerations to benefit society comprehensively.					

Bachelor of Management

PILOs	CILOs				
	1	2	3	4	5
1. Integrate contemporary Management theories and business disciplines relevant to general business practices.					
2. Apply critical thinking and logical analysis skills and techniques to resolve managementissues.					
3. Utilize appropriate written and spoken forms to communicate effectively and professionally with stakeholders in various cultural environments.	✓	✓	✓	✓	✓
4. Demonstrate leadership in a team andrespecting the rights of others irrespective of theircultural background, race or gender in order to solveunpredictable problems in the field.					
5. With the help of mathematical and statistical skills, utilize the latest empirical findings and academic studies to support the recommendation of business projects or reports.					
6. Recommend an appropriate course of action by ethically examining economic, environmental, political, legal and regulatory contexts of global business practices.	✓	✓	✓	✓	✓
7. Interpret and utilize Management information or business software for internal control, planning, performance evaluation, and coordination to improve efficiency and effectiveness in the business process.					

Bachelor of Business Administration in Marketing

PILOs	CILOs				
	1	**2**	**3**	**4**	**5**
1. Explain the core concepts, values and skills Students are able to apply the marketing principles, concepts, theories in analyzing the changing business environment.					
2. Apply appropriate tools and technologies Students are able to demonstrate using related tools, technology and skills to generate proposals and solutions.		✓			✓
3. Proceed lifelong learning Students are able to apply self and independent learning to leverage learned knowledge in practical life.	✓	✓	✓	✓	✓
4. Adopt leadership approaches Students are able to develop collaborative groups, synergy teams in achieving objectives and shared goals.					
5. Demonstrate and practice legal and ethical values Students are able to identify professional ethics from broad business practices.					
6. Effective communication skills Students are able to communicate and present ideas effectively.	✓	✓	✓	✓	✓
7. Critical thinking Students are able to apply self understanding and analysis of critical perspectives to issues in broad conditions for problem solving.	✓	✓	✓	✓	✓
8. Intercultural competence Students are competent to associate in a diversified social and global community.					

Bachelor of Arts in Public Relation

PILOs	CILOs				
	1	**2**	**3**	**4**	**5**
1. Discuss the core theories, concepts, values and principles to many different contexts by combining knowledge, ideas and opinions about the historical and theoretical contexts important to PR practices.					
2. Make judgments about the validity of ideas in terms of information and numerical data presented.					
3. Propose alternative solutions to problems in new situations by determining appropriate problem-solving processes and arguments.					✓
4. Evaluate appropriate technology and tools to the creation and dissemination of messages.					
5. Estimate self-awareness and ability to take responsibility for their own learning and improve self-management in terms of time, planning, behaviour and motivation.	✓	✓	✓	✓	✓
6. Combine the research, planning, implementation, and evaluation strategy to conduct communication and public relations research and to solve public relations challenges.					
7. Work in a team, performing leadership functions and respecting the rights of others irrespective of their cultural background, race or gender in order to solve unpredictable encountered problems in the field.					
8. Examine the economic, social, technological, political, legal and ethical factors that affect public relations and business decision-making.					
9. Evaluate ethical values and principles of social responsibility that guide public relations practices and professional standards while generating projects in the field of Public Relations.					
10. Appraise legal concepts specific to public relations issues to situations potentially arising in their professional practices.					
11. Construct effective communication messages and relationships with their audiences in workplace and daily lives.	✓	✓	✓	✓	✓
12. Recommend how business, politics, government and society interact with each other in Macao and in the global environment.					