

Code	20851		
Class name	Basic seminar II		
Semester	2nd	Lecture target	3
Unit Classification	Compulsory	Unit count	1
Charge teacher	ITO Youju, Yakusiji Toru, Yamaguchi Kensyu		
Category	Basic educational subjects		
Class style	Seminar		
Class time			
NO.	Aa12002z		

Professional career-experienced

- a course taught by a teacher with practical experience
On practical contents related to class

Languag

- using languages other than Japanese

Active learning elements

- problem-solving-learning in cooperation with
external organizations based on agreements
- discussion,debate
- group work
- presentation
- practical training,fieldwork

Class outline,goal

In Basic Seminar II for 3rd year transfer students, students will learn how to write resumes, how to start job hunting, how to make presentations and self-promotion, and how to write reports and essays. In this way, they will be able to write their graduation thesis and find a job smoothly in their fourth year. The class is basically conducted in a face-to-face format, but depending on the status of the coronavirus epidemic, we may switch to an online course using ZOOM.

Class plan

1.Guidance and confirmation of course changes

2.-5. Summarizing the contents of the textbook and preparing resumes

Students will read the text carefully and learn how to summarize the contents and create a resume (In charge: Ito).

6. - 7. How to create presentation materials

Students will learn how to create presentation materials using PowerPoint (In charge: Yakushiji).

8.-9. Presentations

Students will make presentations using the resumes and PowerPoint presentations they have created. (In charge: Yakushiji).

10.-13. Self-promotion, resume writing, and how to start job hunting

In addition to learning how to write self-promotion and resumes, students will gain an understanding of how to conduct job hunting activities (In charge: Yamaguchi).

14. Report Writing

Students will write reports on their resumes, presentations, and job hunting activities (In charge: Ito).

15. Fourth-year students and class information

Students will be given information on the classes they can take in their fourth year. how many credits they need to graduate. and how they

should spend their time outside of class (In charge: Ito).
Grading method
Reports, resume writing, presentation materials, and other assignments will be the main evaluation criteria.
Assigned books
Talking about the World after Corona, Asahi Shimbun Publishing, 2020
Classroom equipment
ZOOM, Melly, smart phones
Advice on preparation and review
Summarizing the main points and writing reports will be done mainly through assignments. Students are expected to think about the contents of their thesis, the field in which they would like to work, and the qualifications they would like to have.
Class rules
This is a required course, so do not miss any classes. Students will not be able to graduate if they do not receive these credits.
Grading Criteria
Attitude and attendance in class (30%), attitude and positive attitude toward graduation thesis and job hunting (10%), submission of assignments (60%)
Feedback method
Students will be required to write Kanji characters from the textbook in advance of each class. In addition, a summary of the content of the class will be given as an assignment after the class.
Note
I would like you to learn how to write your graduation thesis, make presentations for your graduation research, and find a job smoothly through this seminar.
Office hour
Ito: Monday afternoon, Tuesday/4th period Yakushiji: Yamaguchi: Monday morning, Thursday 4th period, Friday morning and afternoon
Improvements from the results of the previous year's class evaluation questionnaire
Provide about 10 minutes each time for reviewing and discussing the content.