A. Course Description:

A study of the Japanese business environment. An analysis of the various aspects of Japanese corporations – organization; production and quality control; marketing; information technology; finance; and human resource management.

B. Course Objectives:

By the end of the course, the student is expected to have developed an understanding and appreciation of the various practices and methods which are particular to Japanese corporations and their overseas subsidiaries. By participating in the various exercises in the course, the student should be able to assess each aspect of Japanese business and determine whether the same principles can be applied to business in a different culture.

C. Course Outline:

I. The Japanese Business Environment
II. The Japanese Corporate Organization and Culture
III. Production and Quality Control
IV. Japanese Marketing
V. Information Technology
VI. Japanese Finance
VII. Human Resource Management
VIII. Global Strategy

D. Required Readings:


E. Suggested Readings:


F. Course Requirements:

1. Periodic unit tests
2. Reports, assignments and/or presentations
3. Individual recitations
4. Final oral and written exams

G. Evaluation System:

1. Tests 40%
2. Reports / presentations 30%
3. Final exam 20%
4. Participation 10%
Grading system (only for tests) (Final grading system follows the ADMU’s.): 

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>92~100</td>
<td>A</td>
<td>4.00</td>
</tr>
<tr>
<td>89~91.5</td>
<td>A-</td>
<td>3.75</td>
</tr>
<tr>
<td>87~88.5</td>
<td>B+</td>
<td>3.50</td>
</tr>
<tr>
<td>85~86.5</td>
<td>B’</td>
<td>3.25</td>
</tr>
<tr>
<td>83~84.5</td>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>81~82.5</td>
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<td>79~80.5</td>
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<td>2.50</td>
</tr>
<tr>
<td>77.5~78.5</td>
<td>C’</td>
<td>2.25</td>
</tr>
</tbody>
</table>

76~77 C (2.00) 74.5~75.5 C- (1.75) 73~74 D+ (1.50) 71.5~72.5 D’ (1.25) 70~71 D (1.00) 65~69.5 D- (0.75) 60~64.5 F+ (0.50) 55~59.5 F’ (0.25)

H. Classroom Policies:

1. The student is required to submit a valid e-mail address together with other personal data such as home address, telephone numbers, birthday, name of parents, etc. and ID photograph for the teacher’s file. These will be kept in strict confidentiality, and will be used only for classroom purposes; or for coordinating official out-of-classroom activities;
2. For a 3-unit course, the maximum allowable cut is 9 hours (6 sessions);
3. No make-up tests are given except in extreme cases; and
4. No exemptions from the final exam are given.

I. Consultation Hours:

- Consultation hours: MWF 12:30-1:30 p.m. or by appointment
- Simple questions may be answered through the class yahoogroup at:
  - url: [http://www.groups.yahoo.com/group/japman](http://www.groups.yahoo.com/group/japman)
  - Yahoogroup e-mail address: japman@yahoogroups.com
- The teacher may also be contacted through the following:
  - ADMU / JGSOM – 426-6001 loc 5521 or JSP loc 5248 /
  - Cellphone – (0917)843-8131 / E-mail: rudynarciso@yahoo.com

Prepared by: **RODOLFO R. NARCISO**