



: Korean Writing for Job Market1

Fall Semester 2025

Course Details

Course Title	Korean Writing for Job Market2
Course Code	
Credits / Hours	3/3
Semester & Year	Fall 2025
Pre-requisites	N/A
Co-requisites	
Department	SolBridge Korean
Course Coordinator	Gang Rok Lee

Contact Hours

Class Type	Days	Time	Room
Lecture	Friday	13:00 – 16:00	

Instructor Details

Instructor	Gangrok Lee
Room	202 2 nd floor Counseling Room for Korean Language, SolBridge
Consultation Hours	1. Friday. 10:00-12:00 2. Other times: By appointment or Open Door Can Send Email for appointment Open Door: If Instructor Free, Welcome
Email	krleewsu@wsu.ac.kr
Telephone	010-7153-6676
Instructor Webpage	none

Mission Map

Mission Based Goals	Approximate % of Course Content	Approximate % of Assessment
Writing	20%	20%
Speaking	30%	30%
Listening & Reading	30%	30%
Participation	20%	20%
Total	100%	100%

SolBridge Mission & Course Objectives

It helps students writing for employment based on Korean expression and understanding areas in Advanced-level standard.

This course is an in-depth 15-weeks' job documents creating course that teaches and facilitates students to discover their storytelling contents and then fully reflect them on their own job documents meeting the potential clients (e.g. potential employers). It aims to improve Korean writing skills for employment by acquiring techniques and information that are related to employment such as Korean writing and training in writing job documents such as C.V. and cover letter (Korean style CV-이력서-and self-introduction letter-자기소개서).

Therefore, students who have completed this course can prepare for Korean job employment with re-identified their selling points.

Teaching Methodology

The course will be implemented as a combination of lectures, discussions, as well as individual and group assignments. Attendance and full participation in the Reading, Writing, and Communication Study Groups will be required for consideration for completion of this course.

The course will be conducted using a variety of in-class handouts and multimedia tools designed to challenge students and provide practical skill development through guided discovery and practice.

Competencies

- Ability to express in Korean
- Ability to communicate thoroughly at the readers' perspective
- Insight generation capability of your hidden storytelling contents

Textbooks

Lecture PPT developed and provided by the professor

Method to operate a class

It improves ability to write C.V., cover letter, mock interviews, reading job documents and listening to interviewers' questions in order to improve their skills in terms of understanding this field.

Assessment Method

There are 5 components to assessment in this class.

Component	Weight
1. Attendance	20%
2. Participation	10%
3. Assignments	10%
4. Mid-Term Exam	30%
5. Final Exam	30%
Total	100%

Attendance & Participation (20%)

Class attendance is very important because most assignments will come from the lecture materials. All the assignments will be discussed and solved in the class. Students are voluntarily

presented or randomly selected during class to explain the assignment to their classmates. The students' attendance check and class participation evaluation will be conducted by the instructor during the semester.

Midterm Examination (20%)

The mid-term examination is to write the Korean resume for the target company that fits their job competency based on specific and systematic job preparation methods and procedures in class. It is one of the most important preparations for the students to get a job in their target company.

Final Examination (40%)

Students are required to submit their Korean resume and Korean Cover Letter that expresses job competency well to get a job at excellent foreign companies as well as domestic blue-chip companies.

Assignment (20%)

All students are required to submit a series of assignments after lecture during the semester.

- Writing a C.V. and a cover letter will be assigned as an assignment
- Depending on a situation, writing a cover letter and UCC will be appointed as a task

Course Outline

This is a tentative outline. There will be adjustments as we move along. In each class, I will announce the reading material/ cases etc for the next class.

주별	강의 주제 및 내용	준비 및 참고 사항
1주	강의명: 오리엔테이션1 이강록	
2주	강의명: 취·창업 시장에서의 자기 경쟁력 이강록 현재 자신이 갖춘 정량화된 실적, 경력 발표	이력서
3주	강의명: 스토리텔링1 이강록 자기 이야기 시작하기	자기 삶의 연대기
4주	강의명: 나의 고난 극복기 타자의 시선으로 자기 이야기를 바라보기	내 인생의 에피소드
5주	강의명: 취업에 대한 행동 개시	구직 사이트 가입하기 목표 직무, 기업 요건 조사
6주	강의명: 내가 목표하는 회사, 직무 분야는 무엇인가? 실현 가능한 목표 설정하기	직무 관련 자신의 장점 찾기
7주	강의명: 직무 분야에 맞는 나의 장점은 무엇인가? 실현 가능한 목표 프레젠테이션 1 차	자신의 직무 관련 장점 스토리텔링 강화

8주	실현 가능한 목표 프레젠테이션 1:1 발표 진행과정에 대한 중간 평가 및 피드백	
9주	강의명: 나는 왜 이 회사와 직무 분야를 선택했는가 지원동기 스토리텔링	목표 회사에 대한 조사 와 지원동기 강화
10주	강의명: 나는 이 회사와 직무 분야에 대해 얼마나 알고 있는가? 지원동기 스토리텔링 강화	지원동기 완성하기
11주	강의명: 회사가 나를 꼭 뽑아야 하는 이유는 무엇인가? 지원동기 스토리텔링 강화 강화	
12주	강의명: 나를 키운 것은 8 할이 바람이었다. 성장배경 스토리텔링	
13주	강의명: 나를 키운 것은 8 할이 바람이었다. 성장배경 스토리텔링 강화	
14주	강의명: 나는 이런 사람이야! 나를 잘 보여줄 수 있는 콘텐츠 구상하기 나의 경험, 내가 잘하는 것, 내가 사랑하는 것, 나의 꿈 등의 주제로 콘텐츠 확장 주제 선정하기	
15주	한글 자기 소개서 기말 과제 제출	자기소개 콘텐츠 (기말 고사 대체)

Plagiarism, Copying and Academic Dishonesty

I. Plagiarism is the unauthorized use of another's work or ideas and the representation of these as one's own.

Definition of Plagiarism: "The practice of taking someone else's work or ideas and passing them off as one's own". (OED)

This includes among others but not limited to:

- (a) copying another individual's or group's ideas and work, copying materials from the Internet and other published sources and producing such materials verbatim,
- (b) Using others' ideas and work without proper citation of the original proponent or author of the idea. Students are expected to produce original work of their own for assignments and examinations. A comprehensive definition and explanation of plagiarism will be given during the first class period, and students are expected to take serious note of this explanation.

These rules apply to Internet sources also. Students are strongly advised to access the following website and learn how to avoid plagiarism. It is the student's responsibility to learn this on his/ her own.

SolBridge considers plagiarism as a serious breach of professional ethics. Plagiarism will not be tolerated in any form at SolBridge. Penalties can be as severe as expulsion from the university. To

avoid plagiarism it always best to do your own work or cite the work of others as appropriate. Refer to your student handbook for a more detailed description of plagiarism and the associated penalties.

In this class, the rules are:

1. The first instance of plagiarism will result in a “zero” for the assignment in question.
2. The second instance of plagiarism will result in a fail grade for the entire course.
3. The third cumulative instance of plagiarism, academic dishonesty and violation of school disciplinary rules in this and other classes will result in serious disciplinary action which could include expulsion from SolBridge.
4. The instructor will report each instance of plagiarism, academic dishonesty and violation of school disciplinary rules to the disciplinary officer.

II. Copying Textbooks, copyrighted materials and academic dishonesty

- A. Copying Textbooks and other copyrighted materials without permission of the publisher or author is tantamount to theft. Therefore, students are expected to purchase the prescribed books and other materials from the bookstore.
- Students using copied versions of books without permission will be asked to leave the classroom.
 - In addition, such students will get “zero” participation points and any other penalties as levied by the instructor.
- B. Academic Dishonesty includes but is not limited to: (a) plagiarism, (b) cheating during examinations, (c) obtaining/ providing information for reports, assignments and examinations by fraudulent means, (d) falsification of information or data, and (e) false representation of others’ effort as one’s own.

Some examples of academic dishonesty are: copying from other students during examinations; copying material from other students’ reports/ assignments and submitting the same as one’s own report; creating fictitious interview materials for assignments or reports. These are just a few examples and are not exhaustive.

The rules on plagiarism, copying, and academic dishonesty are non-negotiable.

Key Dates

Date	Event
Week 7: Friday from 1:00 PM to 2:00 PM	Midterm Examination
Week 15: Friday from 1:00 PM to 2:00 PM	Final Examination

Appendix

Any other material that you want to tell students such as how to write reports, how to access materials etc etc.