

Name(s):

Period:

Date:

Protocol Around the World

A language class assignment addressing Global Trade & Logistics



An SB1070 Project

Scenario

You are attending a business meeting internationally. You will accompany your boss, and she has asked you to prepare a protocol study so that you can go over the expected etiquette with her on the plane ride over. You both want to be prepared as you are hoping to establish a long term contract at your meeting and don't want to do anything to offend your new colleagues.

To begin, read the Global Protocol Case study and answer the following questions. Then go on to complete the protocol study. You may select any country in the world that speaks the language you are studying in class.

Case Study Questions

1. Define the following terms and highlight them in your case study.

Definitions			
Protocol	Etiquette	Acronym	Culture
Bicultural	Heritage	Multilingual	Faux pas

2. What is the language you are currently studying?

3. List all of the countries you can find that speak the language you are studying.

4. What are normal business greetings in the United States?

5. Translate the following phrases into your language of study:

Translations				
Hello	Nice to Meet You	Goodbye	Thankyou	Excuse Me

6. What are some of the faux pas you may want to avoid in overseas dealings?

Protocol Study

You may select any country in the world that speaks the language you are studying in class.

Country Choice

Go to <http://ibiz247.com/countries/> and select a country that speaks your language of study.

What country have you chosen to study?	Language

Business Protocol

Look through the resources at ibiz247.com in order to answer the following questions. If you cannot find an answer, feel free to search the web

What would be an appropriate greeting for a business meeting?	What is the exact English translation of this greeting?
What kind of physical greeting is expected? Handshake, bow, hug, cheek kisses or something else?	
What is the minimum wage in this country?	What is the average annual wage for this country?
What days make up a typical work week in this country?	How many hours do people work in a typical day?
How long is a typical lunch break?	What are some faux pas you should avoid in this country?
Will your phone work in this country? If so, what does your cell phone company charge per minute to use your phone in this country?	

Travel Considerations

Go to <http://travel.state.gov/content/passports/en/country.html> and select the country you will do business in. Answer the following questions using the US government international travel site. Click the blue "Expand All" button to see the extensive information the government has put together for travelers.

Do you need a visa if you are staying less than a month?	What vaccinations do you need to travel to this country?
What are the "Safety and Security" considerations in this country?	Are there currently any travel warnings for this country?
You have a meeting in the capitol of this country in 2 weeks from today. How would you get there?	
What flights would you need to take?*	What is the cost of a business class ticket?
*Do a web search and list the flights and layover countries	
What is the climate like in the country you will travel to?	

Cultural Considerations

Search the web to find the answers to the following questions.

What are three dishes in the local cuisine that you should try when on business in this country?	What kind of plug is used in this country? Would you need an adaptor to travel there?
What are the predominant religions in this country?	What is the customary tipping policy when dining out in this country?
List 2 national holidays that we do not celebrate in the US that are celebrated in this country.	What is the population of this country?
	What are the main ethnic groups of this country?
During your research on this country, what is a tradition or normal practice that you learned that is different from the USA?	

College & Career Connections

Career Spotlight	College Connections	
Translator or Interpreter Translators convert written documents into another language, while interpreters translate conversations or speeches. Median Annual Salary: \$43,590 EDUCATION: Bachelor's Degree Suggested, Certificate Programs also Available	Professional Certificate in Translation This 11 course certification is open to anyone who is already bilingual in Spanish & English, and provides electives in business, medical, legal, education or community translation. Schools offering this program of study UCSD Extension	International Business with a Language focus The International Business degree at SDSU requires students to specialize in a language and study abroad to practice the language. This allows you to do business without a translator! Schools offering this program of study San Diego State University

World Language Content Standards for California Public Schools

Students acquire information, recognize distinctive viewpoints, and further their knowledge of other disciplines

Content Standards:

- 1.1 Students address discrete elements of daily life including: a. Greetings & Introductions, e. Holidays, h. Vacations & Travel, k. Jobs, l. Food, meals, restaurants
- 2.1 Students address topics related to self and the immediate environment, including
 - a. Social Relationships, b. People in the community, d. Interacting with people in the community, e. Holiday customs, f. Climate, h. Transportation, k. Professions and the working world, l. cuisine
- 3.1 Students address concrete and factual topics related to the immediate and external environment, including: a. social norms, e. social and regional customs, h. cultural, historical and geographic aspects of travel, k. careers and future plans
- 4.1 Students address complex, concrete, factual, and abstract topics related to the immediate and external environment, including: k. transnational careers and economies

Culture Standards

- 1.2 Recognize similarities and differences in the target cultures and between students' own cultures
- 2.0 Student choose an appropriate response to a variety of situations

Settings Standards

- 1.0 Students use language in highly predictable common daily settings.
- 2.0 Students use language in interpersonal settings
- 3.0 Students use language in informal and some formal settings