

For Foreigners  
(Japanese/English)

# Winning Together at Japanese Companies

A must read for foreign staff working in Japanese companies, e-Learning Version!

e-Learning  
¥9,800/SGD120  
/ pax

This is a common thing to do in Japanese Companies... Why can't they understand that...



Japanese Staff

I don't understand the rules of Japanese companies. It's so difficult to work...



Foreign Staff

The language of "Common Japanese Business Practices"! An e-Learning course to enable foreign staff to play an active role in Japanese Companies!

Lecture

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Test

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Completion in 1.5 hours

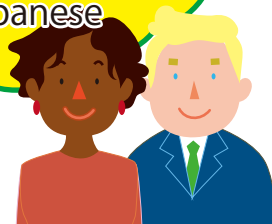


Japanese/English

- ▶ Characteristics of Japanese companies
- ▶ Work Values of Japanese
- ▶ How Japanese Work

The definitive edition that encompasses all

The language of the unspoken rules required when working with Japanese



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Let's create the next generation of organization.



## Chapter 1

### Japanese Communication

- 1-1. Japanese Communication  
(Express your thanks and show your interest)
- 1-2. Japanese Business Communication  
(Greetings, Name card Exchange, CC Mail, Phone calls)
- 1-3. Points to note when communicating with Japanese  
(Respond to refusal)

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## Chapter 2

### An Active Role in Japanese Companies

- 2-1. Japanese work values  
(The meaning of work to Japanese, the pursuit of quality, trying your best, Interpersonal relationships at the workplace)
- 2-2. Proceeding with work the Japanese way  
(Horenso, P D C A, Sense of Time, Work attitude)

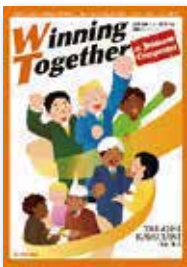
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## Chapter 3

### Pitfalls and Advice for Foreign Staff

- Pitfall 1 Who is my leader?
- Pitfall 2 Where am I moving toward?
- Pitfall 3 Why is decision so slow?
- Pitfall 4 I can't see my area of responsibility.
- Pitfall 5 Why can't I get promoted fast?
- Pitfall 6 Don't they care about work-life balance?

Test



Winning Together at Japanese Companies : [A5, 82 pages]

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Reference Book

**Minimum Operating System** ■PC・Windows...CPU: 1.5GHz, Memory: 512MB, OS: Windows 10 / 8 / 7 / Vista (Latest Service Pack), Browser: Internet Explorer 9 - 11, Latest version of Google Chrome or Firefox \*for Windows 10 and 8, only Internet Explorer (desktop version) is targeted. \*Mac...CPU: Intel CoreDuo 1.8GHz, Memory: 1GB, OS: Mac OS X (10.6 Intel), Browser: Latest version of Safari \*Recommended Operating Environment for PC & Mac... Internet speed: Broadband environment (700Kbps), Video memory: 256MB, Graphics screen: 1024×768 dpi, High Color (16bit), Sound: 16bit sound card, speaker or Headphones, plug-in: Microsoft Windows Media Player/ Adobe Flash Player/ Adobe Reader ■Recommended Operating Environment for Mobile: Wi-Fi/4G/LTE or equal environment (for playing movies) \*Android... Android4.0 or greater: Latest version of Chrome Browser \*ios...environment: iOS6 or greater (iPhone4/ iPad2 or greater), Browser: Latest version of Safari \*Even if it meets the above operating environment, this application may not be used because of your computer environment or other reasons.

**Course Period** 2month **Standard Course Hours** 1 hour 30 min **e-learning Price** ¥9,800/SGD120