Retraction

Retraction: Research on The Construction of Japanese Curriculum System for Foreign-Related Secretarial Major in Technology-Based Universities Based on Computer Multimedia Technology and Multicultural Background (J. Phys.: Conf. Ser. 1744 032084)

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The authors of the article have been given opportunity to present evidence that they were the original and genuine creators of the work, however at the time of publication of this notice, IOP Publishing has not received any response. IOP Publishing has analysed the article and agrees there are enough indicators to cause serious doubts over the legitimacy of the work and agree this article should be retracted. The authors are encouraged to contact IOP Publishing Limited if they have any comments on this retraction.

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Research on The Construction of Japanese Curriculum System for Foreign-Related Secretarial Major in Technology-Based Universities Based on Computer Multimedia Technology and Multicultural Background

Hongfang Duan¹*, Di Wu¹, and Yingchao Chen¹

¹Heilongjiang University Of Technology, Jixi, Heilongjiang , China, 158100

*Corresponding author email:327614848@jxdx.edu.net

Abstract. Foreign secretary is an international profession. With the strengthening of the trend of global economic integration, the foreign-related secretarial major is faced with many problems that need to be solved in terms of personnel training objectives and all-round improvement of personnel's comprehensive quality. From the basic attribute of foreign secretary, its global industry attribute makes the degree of internationalization become one of the most important standards. This paper discusses the occupation characteristics.

Keywords: Foreign Secretary, Occupational Characteristics, The Teachers Troop

1. Introduction
As a kind of comprehensive work, secretarial work plays an important role in the external communication, internal data sorting, text writing and other aspects of the enterprise, which is determined by the coordination and professional characteristics of secretarial industry itself and the functions of service, management and supervision[1-3]. Different from the general secretarial work, foreign secretary will also involve related foreign language documents processing, external contact and other affairs, this kind of work is mostly in the government foreign-related institutions or foreign enterprises. Under the background of modern technology, this paper makes a further study on the curriculum system construction of Japanese major for foreign secretary in universities[4].

2. The basic qualities of a foreign-related secretary
2.1. Professional ethics

As the secretary in central organization, its service object is enterprise commonly (or government foreign affairs organization leader and cadre of all levels, this needs secretary personnel to have extremely strong self-control ability, can distinguish right and wrong in the job, play the role of communication, coordination, assume the job responsibility of secretary post. The nature of the post determines that the secretary must have high moral cultivation, good ideological quality and a solid, flexible work style, which is determined by the nature of the post of the secretary of foreign affairs[5-6]. Among the basic qualities of foreign secretary, there are also certain requirements for appearance and appearance. Good appearance and dignified appearance will make the work progress more smoothly.

2.2. Professional theoretical knowledge

For foreign secretaries, they must have a solid theoretical knowledge of the secretarial major, and at the same time, they must be able to integrate and transform the professional knowledge and social knowledge into the ability, so as to better complete the secretarial work. From the perspective of knowledge structure, humanistic knowledge, social science knowledge, professional theoretical knowledge and foreign language knowledge are the main components of foreign-related secretarial knowledge, and the communication ability, coordination ability, foreign language communicative ability and business skills formed on this basis are the fundamental guarantee for the completion of foreign-related secretarial work. Secretarial science, logic, archives, psychology, office automation, foreign languages, business management, marketing and other professional courses offered by the foreign secretary major in colleges and universities are helpful for students to acquire the basic skills of foreign secretary.

2.3. Ability to organize, communicate and coordinate relationships

The communication ability is the basic quality which the foreign-related secretarial work must have first. Whether a person is competent for the secretarial work often can be judged from its interpersonal communication ability. Communication, organization, coordination ability is very important for intercultural secretarial staff, master correct etiquette program can help secretarial personnel treat people better, enrich their own communication and communication means, optimistic attitude toward life is the foreign secretory personnel essential diathesis for maintain good interactive relationship with the outside world, so the secretarial personnel ought to be in communication with customer or daily work shows certain affinity, straighten personal emotion and work.Make the relationship between everything to organize, coordinate, communicate all kinds of relations as important. Finally, executive ability is the foreign secretary must have one of the important quality, the job requirements in terms of executive ability from personnel of course of study from the text, language, expression in such aspects as the action to have executive ability, this is also a feature of the secretary concerning foreign affairs work, is also the foreign secretary from personnel of course of study is the most basic job quality and professional ability.
3. The development status of Japanese major for secretarial foreign affairs

At present, most of the institutions of higher learning foreign secretary major in foreign language college, the main is associated with the "foreign" of foreign secretary major, because of the secretary concerning foreign affairs in a foreign language requires a high degree of professional, arranged in the foreign language college to integrate resources, improve the utilization of teaching resources, improve the quality of foreign language teaching, improve the students' ability of external exchanges. However, the tendency of foreign secretarial major to favor foreign language over Chinese affects the balanced development of students. We know that in the foreign-related secretarial major, Japanese, English and so on are indispensable, otherwise it can not be effective "foreign-related", but, foreign-related secretarial staff also have to undertake a large number of enterprises and institutions secretarial work, the level of Chinese level affects their work quality.

From the perspective of the development status of foreign-related secretarial major, the existing problems are highlighted in the following three aspects: First, the level of Japanese education needs to be improved. At present, the traditional teaching mode is still used in the foreign-related secretarial major, and the computer-aided teaching or application level is not high, or divorced from the teaching practice, which affects the rapid improvement of students' quality. Secondly, the practice teaching is either deficient or low, and the courses of simulating commercial activities are too few or go through the motions, which all affect the students' reality. Development of practical ability. Thirdly, the curriculum setting of Japanese foreign-related secretarial major is messy and disorderly, which has little influence on the weight of students' future subjects, while some irrelevant courses occupy a lot of class hours. If these problems are not solved, it is bound to affect the healthy development of foreign-related secretarial major.

4. Specific reform measures should be taken for the Japan-related secretarial major

With the acceleration of China's industrialization, foreign secretary is becoming more and more indispensable. In order to meet the needs of China's modernization, colleges and universities must reform the major of foreign-related secretarial studies.

First, reform should focus on market demand. As a position in foreign trade, the foreign-related secretary has the administrative nature of business support, among which the communication with foreign businessmen is the central link of the foreign-related secretary's work. Therefore, colleges and universities should focus on the market demand for talents in terms of training objectives and curriculum setting, in order to make students more in line with the needs of foreign enterprises and institutions, and make contributions to the development of the economy.

Second, reform the personnel training mode of foreign-related secretarial major. Secretarial foreign affairs is a very practical occupation. Therefore, colleges and universities should not only strengthen the teaching of theoretical knowledge, but also strengthen the practical links of teaching. Besides arranging students to practice in employers, they should also carry out simulation teaching activities,
which is not only conducive to consolidating students' theoretical knowledge, but also to improve their practical ability, so that students can get all-round development.

Third, in the context of modern technology and computer and multimedia, we can make use of various network platforms or resources to strengthen the study of foreign secretarial Japanese.

5. The innovation of teaching form of Japanese curriculum system

5.1. Classroom teaching mode
From the reality of students, curriculum design is more practical, so we should emphasize the "student-centered task-based teaching" classroom model. This kind of teaching mode can focus students' attention on how to use Japanese as a tool to complete communication tasks, rather than just care about whether their sentences are correct or not, and make them have a sense of achievement. This is not only in line with the requirements of foreign language teaching, but also can mobilize the enthusiasm of students and enhance their interest in learning.

5.2. Pay attention to situational teaching
The ultimate purpose of learning a language is to communicate. Students should try their best to use the language in the real communicative environment and master the language in use. Therefore, in Japanese teaching, the use of multimedia virtual reality graphics, text, sound, image to create a simulation environment, so that students in the virtual environment to have a variety of real feelings of communication. This kind of virtual scene makes students have the feeling of being in the scene. The visual impact can also greatly stimulate students' desire to express. In the innovation of classroom teaching mode, we can learn from foreign teaching mode.

For example, the enlightenment teaching mode in Japan is used for reference. In the primary stage of Japanese Teaching in Colleges and universities, Japanese Primary School Mandarin teaching mode can be used for teaching. Not only let students live in the scene, but also a complete Japanese learning atmosphere. The innovation of teaching mode requires higher professional quality of Japanese teaching. It not only requires teachers to have a solid professional knowledge of Japanese, but also extensive learning, which can effectively integrate the knowledge of different disciplines into Japanese teaching and enrich students' learning content. In the aspect of teaching mode innovation, teachers are also required to have good activity organization ability and classroom control ability.

5.3. Extracurricular guidance mode
It is not enough for Japanese teaching to rely on class time alone. It is very helpful to pay attention to the learning guidance outside the classroom to improve the teaching effect. Establish effective extracurricular guidance mechanism. Through chat software, such as (QQ, wechat, etc.), we can keep in touch with students during the rest of class, timely answer and solve the problems encountered by students in the learning process, arrange homework, and submit homework online to improve learning interest and initiative. Cross grade course selection is an effective measure to enrich and broaden students' knowledge.

5.4. Pay attention to the sequence of subjects and realize the organic connection of knowledge learning
For example, international trade practice, business Japanese correspondence and international marketing are studied at the same teaching stage to help students integrate their professional knowledge. In terms of curriculum structure, we should adhere to the principle of learning theoretical courses before learning practical courses, and respect students' cognitive development order. In the third and fourth stage of the University, the effective Japanese salon and enterprise practice teaching courses are mainly carried out.
Figure 3. Japanese teaching is becoming more and more novel and changeable.

6. Conclusion
Curriculum system construction is a long-term systematic project. It is of great theoretical value and practical significance to explore and practice the curriculum system construction of the applied Japanese major for realizing the goal of training high-quality skilled professionals for the applied Japanese major. To do this work well, we need to constantly explore the law of higher vocational education, gradually deepen the understanding of the characteristics of higher vocational education, and more importantly, we need to carefully study the regional economy and market demand for employment, and strive to improve the talent training program. In order to design a scientific and reasonable curriculum system to meet the social needs of foreign high-quality skilled professionals training objectives.

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