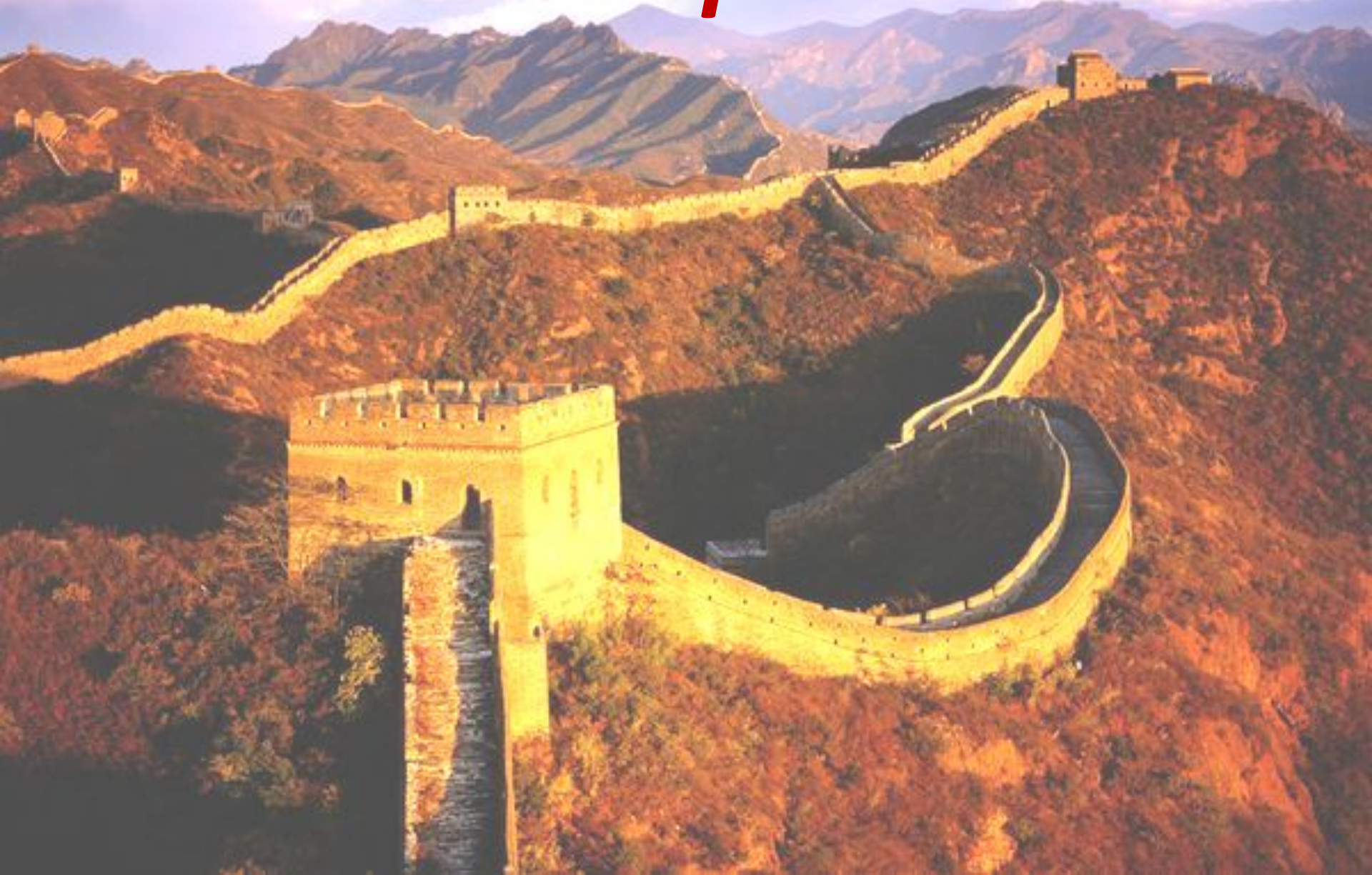


# ***Business trip in China***



# *Country information*

- capital – Beijing (Peking);
- four direct-controlled municipalities (Beijing, Tianjin, Shanghai, and Chongqing);
- two mostly self-governing special administrative regions (Hong Kong and Macau)
- the world's second-largest country by land area;
- the third- or fourth-largest by total area;



**the Gobi and Taklamakan deserts - north and northwest near Mongolia and Central Asia**  
**the Himalaya, Karakoram, Pamir and Tian Shan mountain ranges separating China from South and Central Asia**

**The Yangtze and Yellow Rivers – the longest in China**  
**coastline along the Pacific Ocean is 14,500 kilometres long and is bounded by the Bohai, Yellow, East and South China Seas.**



**China has become the world's fastest-growing major economy.**

**As of 2012, it is the world's second-largest economy, after the United States.**

**China is also the world's largest exporter and second-largest importer of goods.**

# *Business culture*

## Chinese business interactions:

- Saving and giving face
- Respect for elders and rankings
- Patience
- Politeness
- Modesty



# *Attending and Conducting Meetings*

China is a monochronic country 'Don't be late, and know who's boss!'

*Dates:* Check the Chinese calendar.

*Preparation:* Be well prepared in advance of your meetings.

*Language of the meeting:* Make sure you know the language capabilities of your hosts before the meeting.



# *Introductions*

- *Addressing others:* Seniority is valued in China.
- *Introducing yourself:* Say your name clearly, and remember to state both the company you work for and your position.
- *Handshakes:* As in Canada, meetings often start with handshakes.
- *Giving business cards:* Similar to introductions, hand out business cards to the most senior official first.
- *Your name:* Having a Chinese name, ideally one with meaning rather than a transliteration of your English name will be taken as a sign of respect as well.

# Dining

*Follow the leader!*

- ***Beginning to eat:*** Follow cues from your hosts and start eating when the hosts begin.
- ***Refusing food:*** The Chinese tend to offer a lot of food, and it is acceptable to refuse food if you have dietary restrictions or allergies.
- ***Conversation:*** The banquet is generally a social event in a formal context.
- ***Paying the bill:*** The host pays.
- ***Concluding:*** Formal dinners often end suddenly, when the senior member of the hosting party stands up, briefly thanks the guests for attending, and proceeds to leave the room.



# *Questions*



- **What is the largest city in China?**
- **Who pay the bill?**
- **What does Chinese prefer: do one thing at a time or do many things at once?**