



QSO 321 Module Two Assignment Template

Complete this template by replacing the bracketed text with the relevant information.

Criteria	Japan	Germany	Brazil
Authority Figures	Show respect with polite language and bows. Avoid casual talk.	Use proper titles and hierarchical respect. Direct communication is expected.	Hierarchical yet personal. Engage in friendly, non-business conversation first.
Levels of Formality	High formal dress and language, especially in initial meetings.	Professional attire, with clear and direct communication.	Business attire varies; it is more relaxed in less formal settings.
Social Norms	Avoid direct eye contact to show respect. Carefully exchange business cards.	Firm handshakes and maintain eye contact for honesty.	Close physical contact is regular; personal space is smaller.
Time and Scheduling	Punctuality is crucial, and meetings are scheduled well in advance.	Time is valued, with meetings starting and ending as planned.	With a more flexible approach to time, meetings may start late.
Business Practices	Gift-giving is common, reflecting thoughtfulness.	Contracts are detailed and strictly followed.	Building personal relationships is critical, and informal gatherings are every day.

References

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