



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Effective Presentation Techniques in Personal Development							
Course Code		BK105		Course Level		First Cycle (Bachelor's Degree)			
ECTS Credit	3	Workload	76 (Hours)	Theory	1	Practice	1	Laboratory	0
Objectives of the Course		This course aims to enable them to make an effective presentation Taking into communities of students and also to help them to build self-confidence.							
Course Content		Giving information about this course, students' personal development, To make its positive impact on the development of themselves, also preparing presentation techniques, stage provides information about types of fear and verbal-nonverbal communication.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Demonstration, Discussion, Case Study, Problem Solving					
Name of Lecturer(s)		Lec. Melis YALÇIN, Prof. Deniz ÇOBAN							

### Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

### Recommended or Required Reading

1	Kişisel Gelişim 101 ( Kişisel Gelişimde Bire-Bir Yöntemi). John C Maxwell. Arıtan yayınevi.
2	Beden Dili. Joe Navarro, Alfa yayınları
3	İnsan İnsana. Doğan Cüceloğlu, Remzi kitabevi.
4	Temel Eğitim Becerileri. Yetişkin Eğitiminde Temel İlkeler. Editör Erdal Beşer, Pınar Okyay.Adüsem Yayınları

Week	Weekly Detailed Course Contents	
1	Theoretical	What is personal development?
2	Theoretical	Getting to know ourselves
3	Practice	Our positive and negative aspects. What are our direction we want to be corrected?
4	Practice	What are our goals? How do we get there?
5	Theoretical	What stage fright? How to overcome?
6	Theoretical	Tools used during the presentation and presentation techniques
7	Practice	How to be an effective presentation?
8	Theoretical	Exam
9	Theoretical	Verbal and nonverbal communication and use during presentations
10	Theoretical	Body language definitions and descriptions
11	Practice	Student presentations
12	Practice	Student presentations
13	Practice	Student presentations
14	Practice	Student presentations
15	Practice	Student presentations
16	Theoretical	Exam

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	1	8	2	10
Lecture - Practice	1	8	2	10
Assignment	1	10	2	12
Term Project	1	12	2	14
Individual Work	1	8	2	10
Midterm Examination	1	8	1	9



Final Examination	1	10	1	11
Total Workload (Hours)				76
[Total Workload (Hours) / 25*] = ECTS				3
*25 hour workload is accepted as 1 ECTS				

### Learning Outcomes

1	Increase the self-esteem development
2	Learning the techniques of presentations
3	What difference would not be taken into consideration when making presentations
4	Pass in front of the stage fright
5	More specifically reveal the objectives and orientation in this direction

### Programme Outcomes (Dairy Technology)

1	Having sufficient infrastructure in basic sciences and engineering subjects and ability to use the theoretical and applied info instantly in this field.
2	Determining the modern techniques, tools and information technologies required for applications related with his field and ability to use them efficiently
3	Ability for planning, projecting, and designing, following up, analyzing and finding target-driven solutions related with his field
4	Ability to have professional ethic and awareness.
5	Ability to work, decide, express opinions orally and in written individually
6	Ability to participate team studies, taking responsibility, making leadership.
7	Ability to conceive Atatürk's principles and reforms, to communicate in Turkish and foreign language.
8	Ability to comprehend the necessity to learn for a life time, to monitor developments in science and technology and continuously renew himself.
9	Having sufficient level of information about production and quality control of milk and dairy products and also product development, increasing product quality and food security fields.
10	Ability to detect, define, solve problems related with his field and to select and apply suitable methods and modeling techniques for this purpose.
11	To be conscious about workplace applications, worker health, work security and environment subjects, to have knowledge about legal results of the engineering applications related with his subject.

### Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High

	L1	L2	L3	L4	L5
P5	4	4	4	4	4
P6	4	4	4	4	4
P8	4	4	4	4	4

