



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title	Debating Techniques								
Course Code	TS073		Course Level		Short Cycle (Associate's Degree)				
ECTS Credit	3	Workload	76 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course	execution logic of different opinions on any subject, theses, events and statistical information to the defense, the development of antithesis to opposing views.								
Course Content	Reasoning, gain defense skills, effective communication								
Work Placement	N/A								
Planned Learning Activities and Teaching Methods	Explanation (Presentation), Demonstration, Discussion, Case Study, Problem Solving								
Name of Lecturer(s)									

Assessment Methods and Criteria		
Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading	
1	Lecture notes

Week	Weekly Detailed Course Contents	
1	Theoretical	Selecting the language and style
2	Theoretical	The choice of examples to refute ideas and against the thesis
3	Theoretical	The best way to convince and effectively arguing
4	Theoretical	Open Thread, expansion, sampling and recovery
5	Theoretical	appropriate content intonation, choosing to emphasize
6	Theoretical	provide technical content without looking at the text
7	Theoretical	use appropriate vocabulary and concepts correctly
8	Intermediate Exam	Midterm
9	Theoretical	The selection of appropriate wording and sentence
10	Theoretical	Using body language correctly and properly
11	Theoretical	Use time efficiently and in accordance with the time
12	Theoretical	Debate competition
13	Theoretical	Debate competition
14	Theoretical	Debate competition
15	Theoretical	Debate competition

Workload Calculation				
Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	10	3	1	40
Midterm Examination	1	2	2	4
Final Examination	1	2	2	4
Total Workload (Hours)				76
[Total Workload (Hours) / 25*] = ECTS				3
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes	
1	effective use of body language
2	Leadership feature win
3	express themselves



4	Use time effectively
5	It contributes to one's self-confidence.

**Programme Outcomes (Medical Documentation and Secretarial Practices )**

1	Write and pronounce medical terms correctly.
2	Collect data of medical statistics and report the results periodically after analyzing them scientifically.
3	Learn basic structure of human body and important system diseases.
4	Know principles and rules of medical secretaryship. Protect patients' rights and privacy.
5	Use Turkish and body language in a correct and effective way.
6	Run internal and external correspondence of the foundation, keep the files of the documents after classification, organize them and archive in line with filing techniques.
7	Establish verbal and written communication inside the foundation and out of foundation.
8	Make the coding procedure of diseases and health problems according to existing international classification systems.
9	Run the counseling services for patients and their relatives.
10	Solve the problems that are encountered in work life quickly and effectively.
11	Use the necessary equipment for professional practices such as computer and office devices effectively.
12	Improve professional knowledge and skills continuously.
13	Executes any patient registration-documentation processes
14	Makes archiving operations
15	Prepares medical documents
16	Knows Turkish history and Atatürk's revolutions.
17	Adapt to team work in application areas.
18	Knows and defines diseases.
19	Have general information about the world and biological formations.
20	English speaking writer

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

	L1	L2	L3	L4
P5	4	4	4	4
P7	4	4	4	4
P9	4	4	4	4
P12	2	2	2	2
P17	3	3	3	3

